



VACANCY

Job Description

Job Title: Handy Person

Pay: £13.20 per hour

Location: The Ropewalk and Baysgarth House Museum, Barton Upon Humber

Responsible to: CEO

Hours: Monday 10am to 6.30pm,

Purpose of Job

We are looking for a /Handy Person to join our team at The Ropewalk to work on a part time basis. The successful candidate will be responsible for the light repairs and maintenance of the building.

Summary of Main Duties & Responsibilities

The Handy person will need to deal with a range of different projects of all sizes maintaining the interior and exterior of the building and its equipment, which include:

- Fixing minor plumbing repairs, dripping taps, pipes and toilet repairs.
- Maintenance of doors and fixings.
- Painting and decorating.
- Minor roof and guttering repairs.
- Fitting, hanging and installing equipment.
- Repairing equipment.
- Landscape and pavement maintenance.
- Liaising and co-operating with the Business Manager with regards to Health & Safety issues (i.e., ensuring fire exits are kept clear and being vigilant of any potential risks and reporting them).
- Check all lights including emergency lights are replace where necessary.
- Check for any interior or exterior premises faults or maintenance issues and report them according to the company's procedures.
- Landscape and pavement maintenance.

Skills and Experience

The ideal candidate will have been in a trade or a similar role that has a broad range of experience and skills. Qualifications in a trade will be advantageous but not necessarily essential.

We are looking for the following attributes:

- Self-motivated and resourceful.
- Flexible
- Good communication skills.



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- A can-do attitude.
- Can plan ahead and carry out routine maintenance.
- Can work autonomously.

General

The duties and responsibilities in this job description are not restrictive and the post holder may be required to undertake any other duties, which may be required from time to time.

The post holder must carry out their duties with full regard to the company's policies and procedures.

Deadline date for applicants: Monday 20th July

Interview's: w/c 20th July

Start: asap

Job Type: Permanent contract

Salary: £13.20 per hour

Benefits:

- Company pension
- Discounted meals
- On-site parking

Experience:

- Handy person or relevant trade: 1 year (required)