PERSON SPECIFICATION – COLLEGE CARPENTER & JOINER

Qualifications/academic achievements required

**Essential**
- City & Guild Craft and Advanced Craft Qualifications
- Minimum NVQ Level 3/4 Carpentry & Joinery or sufficient/equivalent experience
- Experience in all forms of carpentry and joinery in commercial and domestic environments
- Experience, and recent relevant training, in the use of carpentry workshop machinery
- Experience of quantifying materials required for tasks, minimising waste and purchasing appropriate to requirement
- Experience of carrying out routine maintenance work.
- Experience of safely using equipment and power tools when carrying out repairs and maintenance.
- Driving license; preferably clean, and prepared to drive LGVs
- With suitable training and PPE, willingness to work at height

**Desirable**
- Relevant building/construction or health and safety certificates or qualifications.
- Manual handling/ working at height/ COSHH or first aid certificates

**Experience, Knowledge and Skills**

**Desirable**
- Experience of working in a similar operational environment
- Evidence of Carpentry/Joinery works undertaken in a Historic Buildings Environment.
- Basic knowledge and ability to carry out basic work associated with other trades e.g. Tiling, Silicon Sealant application, Painting/Decorating etc.
- Basic level experience using IT in a work environment

**Personal Disposition**

**Essential**
- Self-motivated and genuine enthusiasm for maintenance work
- Team working skills and a willingness to support and assist colleagues when required
- Physically capable and medically fit to undertake the manual and physical nature of the role which will include some heavy lifting and working at heights
- Reliable and trustworthy
- Enthusiastic and energetic
• Ability to take direction from Supervisors, clearly understand instructions and seek advice if necessary to ensure work is completed safely and effectively
• Ability to work independently on tasks within capability
• Ability to confidently and clearly communicate with other members of the College community
• Ability to accurately read and record information such as meter readings
• Ability to work calmly, accurately and methodically during periods of high workload
• Flexible and ability to adapt to changing situations and variable workloads
• Friendly and approachable personality
• Flexibility to join the out of hours emergency on-call rota