

Job Description

Job Title: Property Maintenance Operative **Grade:** A

Department: Works **Salary:** £26,670

Line Manager: Works Project Manager

The job description is an operational document that does not form part of the contract of employment.

It may be that from time to time an individual is expected to perform tasks that may not be expressly in the job description but are nonetheless necessary in the day to day performance of their duties.

St Paul's Cathedral reserves the right to amend the job description as may from time to time be necessary to meet the changing needs of the organisation.

Purpose of the Job

Support the delivery of the Annual Works Programme through carrying out labouring tasks, providing assistance to the team as directed by Works Department managers.

Main Duties

- To assist other trades by carrying out labouring tasks
- To assist with the setting out of seating and staging
- To assist with lifting and moving heavy objects or equipment
- General department assistance
- Repair and maintenance of tools and equipment (where competent)
- Undertaking safety and other training as may be determined by the Director of Property

Person Specification

- Able to assist with lifting and moving heavy objects
- Able to work at heights and climb the many staircases in the Cathedral, including the 500+ steps up to the galleries
- Be willing to undertake a variety of cleaning activities including after suitable training in the use of appropriate chemicals and equipment
- Adaptable
- Able to work as a member of a team
- Able to work independently and to use own initiative
- Good interpersonal skill to interact with the public and the Cathedral community
- After training, have a good appreciation of Health and Safety requirements and be willing to comply with these.

The individual will be in sympathy with, and in their work support, the Christian aims and mission of St Paul's Cathedral.