

Maintenance Worker

We have an opportunity for a new colleague to join our Maintenance team to provide a responsive and high-quality repairs and maintenance service for 1625ip properties, residents, and teams.

We are particularly keen to increase applications from Black/Black British, Muslim, and female candidates as they are currently under-represented in our maintenance team. We would also like applications from people with relevant lived experience.

Please find full details of how to apply via our website in the advert below. The deadline for application submissions is 23:59, Thursday 09 June 2022. If you need an adjustment to be made to any part of the recruitment process, please let us know as soon as possible.

We are a leading youth homelessness charity based in the Southwest, working with over 1,500 young people. We have strong local partnerships and adhere to the best practice in the sector. We build trusting relationships between our young people and our colleagues, and this is at the core of our work.

What we are looking for:

- You have practical experience of carrying out general DIY/maintenance tasks including cleaning, basic plumbing, and decorating.
- You can safely operate and maintain equipment needed to undertake DIY tasks.
- You have an ability to ensure the health and safety of self and others, including assessing and managing risk.
- You are comfortable lone working out and about across properties and can manage your time and workload effectively.

If you have transferrable skills and you are interested in this role, but you are worried about the application process, please get in touch with us. We encourage you to have an informal chat with the recruiting manager to discuss how your personal or professional experience and skills could be transferred to this role. Details of how you can do that are further down in this advert.

What you will be doing:

- Undertaking emergency, and general repairs, maintenance and improvements to properties and rooms, including decoration, carpentry, plastering, plumbing.
- Helping prepare empty rooms for reletting to homeless young people by assessing/completing repairs and clearance.
- Delivering and installing new furniture and items to properties; taking part in clearance "van days".
- Working flexibly – using your experience and knowledge to plan and manage your own job-list and time each day, but also responding to emergencies when needed.

You will be in the Maintenance team and your line manager will be our Maintenance Team Leader.

What we are offering:

- 30 days holiday (pro rata for part time)
- A friendly and welcoming team, and team members who are very supportive of one another
- Pension contribution of 4%
- A relaxed dress code every day!

Contract details:

- **Hours per week:** 18.75 (this represents 0.5 FTE)
- **Contract type:** Permanent
- **Pay:** £20, 852 - £22, 129 per annum (pro rata based on 0.5 FTE)
- **The location:** You will be based in Kingsley Hall, close to Bristol's main train and bus stations as well as the vibrant city centre. You will also be travelling to properties across Bristol and South Gloucestershire.

Application information:

- To access the Job Pack for this role and submit an application, please visit the vacancy page on our website:
<https://1625independentpeople.peoplehr.net/Pages/JobBoard/Opening.aspx?v=379ce824-8445-477a-adae-a2460648d889>
- Please refer to the Cover Letter guidance below to ensure your application can progress to the shortlisting stage.
- To have an informal chat about the role, please contact Neil Wilkinson
neil.wilkinson@1625ip.co.uk
- If you have any queries, please email jobs@1625ip.co.uk

Important dates:

- Application deadline closes: **23:59, 09 June 2022**
- If you have not heard from us by **15 June 2022**, please assume that your application has been unsuccessful on this occasion.
- Interviews are on **20 and 21 June 2022**.

Covering Letter / Supporting Statement Guidance

Please note that the online application form cannot be saved until it is fully complete. We recommend that you prepare your Covering Letter before you start the online application.

Your Covering Letter is essentially your Supporting Statement and will form the most important basis on which your skills, experience and behavioural competencies will be tested against the job criteria. Without it, your application cannot progress to the shortlisting stage.

You should refer to the Person Specification document within the Job Pack and cover only the elements that are tested at this stage of the recruitment process. Elements that only have the word 'interview' next to them will be tested at the next stage of the process and do not need to be covered in your letter.

Please try to keep the word limit to 250 words per criterion.

ALTHOUGH THE APPLICATION FORM GIVES YOU THE OPTION TO UPLOAD A CV, PLEASE DO NOT SUBMIT A CV AS THIS IS NOT NECESSARY AND WILL NOT BE USED IN THIS PROCESS.

Equal opportunities for everyone:

We safeguard and promote the safety and welfare of children, young people and vulnerable adults. Any job offer will depend on a satisfactory DBS (Disclosure and Barring Service) Barred List Disclosure Check.

We believe those with a criminal record should have an equal chance to become employees or volunteers. We also pride ourselves on being an equal opportunities employer for everyone regardless of age, disability, gender identity, race, religion and beliefs, sex and sexual orientation.

Please see our Policies section on the website, for further information.