



Repairs Operative – Property Services

HOURS: 35 hours per week, Monday to Friday

SALARY: £27,877 per annum, rising to £28,460

ANNUAL HOLIDAYS: 6 weeks plus Bank Holidays

LOCATION: North Yorkshire

Job Description

REPORTS TO: Gateway Site Manager

Horton Housing's Gateway Site Management service encompasses four sites across North Yorkshire, which in total provides 56 plots of culturally appropriate accommodation for Gypsy, Roma and Traveller people to reside. The sites themselves are owned by North Yorkshire County Council, with housing management and support provide by Horton Housing.

RESPONSIBILITIES

- Carry out the inspection, repair and improvement of properties as required referring to job orders and instructions allocated to you.
- Undertake house clearances, the removal and disposal of accumulated household rubbish, furniture and other debris both internally and externally to properties and building communal areas
- Assist with the collection, delivery, assembling and dismantling and disposal of furniture from the organisation's approved suppliers
- Assist with the collection, delivery and installation of white goods from the organisation's approved suppliers
- Report on the condition of properties where they are not meeting organisational standards, including the presence of damp and mould
- Maintain and monitor stock levels of items and materials allocated to you.
- Maintain and take reasonable care of all tools, equipment and machinery provided for the role.
- Ensure the van allocated to you is kept clean and tidy.



Note: This is a job outline only and seeks to set out the principal purpose and functions of the role; it may therefore be subject to change. For management and specialist roles, colleagues will be responsible for the determination, assessment and management of risk.

Safer Recruitment

Horton Housing is committed to safe and fair recruitment, safeguarding and protecting the people that we support. The majority of positions here at Horton will require a fully completed application form and an enhanced DBS check to identify and reject applicants who are unsuitable to work with children or young people.

Person Specification

- Experience of carrying out a varied range of general joinery and plumbing work to a professional standard such as changing locks, unblocking drains, gutters and waste pipes, servicing and adjusting doors, gates, furniture removals etc, along with basic electrical repairs.
- Experience of boarding/replacing broken windows.
- Experience of painting and decorating work.
- Ability to work to deadlines and organise/prioritise workload.
- Skills to carry out maintenance jobs to a professional standard
- Understanding of the potential risks to health, safety and welfare encountered in maintenance work
- A full UK driving licence and access to a vehicle that can be insured for business use

In addition to the above, it is expected that you will:

- Maintain professional boundaries
- Have a commitment to Equality, Diversity and Inclusion
- Are willing to undertake any further training required
- Are able to work flexibly to meet the needs of the service/department

