



T.H.O.M.A.S. (Those on the Margins of a Society) Job Description

Title of Post: Maintenance worker (Part Time)

Salary: £7945 per annum

Based at: Blackburn / Salford

Reports to: Social Enterprise Manager

Responsible to: Social Enterprise Manager

Area of Operation: Blackburn / Salford

Hours of Work: 15

Role

THOMAS provides psychosocial recovery services to people with drug and alcohol addictions. Its projects consist of residential and community based services and social enterprise. The post holder will work within the social enterprise project with the aim of the enterprise broadening its remit to provide opportunities for rehabilitating people back into employment.

Key Tasks

Key Activities:

- .Painting & decorating.
- Site maintenance.
- Gardening duties.
- Cleaning as required.
- Small site repairs.
- Minor repairs.
- Fires alarm, PAT and emergency light testing.
- Maintaining site maintenance schedules.

Essential criteria:

- ✓ The ability to work effectively
- ✓ Solid attention to detail
- ✓ The ability to plan and organise safety checks
- ✓ Experience of working in a range of settings
- ✓ Understanding of health and safety and risk assessment practices
- ✓ Experience of a range of practical activities
- ✓ Confidence to work on own initiative as well as part of a team

And the ability to:

- ✓ Respond flexibly to the demands of the post.
- ✓ Work as a member of a team.

- ✓ Show a capacity to work alone and the ability to keep calm under pressure.
- ✓ Driver

Desirable Criteria

Recognised qualification in related field

This post is subject to DBS at an enhanced level.

Amendments: This description accurately reflects the present position; it may be amended and reviewed. Any change will be made following a proper period of consultation.

I fully understand this job specification.

Print Name:

Signed

Date