



JOB DESCRIPTION

Job Title	: ELECTRICIAN
Reference NO	: SF005
Department	: PROPERTY SERVICES
Responsible to	: Health and Safety Manager
Hours	: 40 hours per week. 30 Minute unpaid break

The post holder will be expected to support and embrace, articulate and work with Sunfield's vision, values and purpose which is drawn from a long history of appreciation and integration of Rudolf Steiner's insights into human development. This is then braided with a practical, purposeful and therapeutic education and a homely and nurturing living environment that supports the physical, emotional and spiritual development of each child and young person who attends Sunfield. In addition Sunfield supports families and carers, and looks to advance the public understanding through education and research.

The post holder is expected to treat each person, student and staff, with dignity and respect, ensuring high aspirations are met, and contribute to shaping the learning community of the School and home as part of Ruskin Mill Trust, always remembering that our core purpose is to improve the education and lives of our pupils, students and adults.

MAIN PURPOSE OF THE POST:

- The Electrician will be responsible for the day-to-day maintenance, repair and alterations of all electrical systems at Sunfield Childrens Home and other schools, colleges and provisions within Ruskin Mill Trust Limited.

DUTIES AND RESPONSIBILITIES

- Diagnose and repair electrical problems in electrical systems (i.e. small power (LV) circuits, lighting circuits, security systems, fire alarm systems and wiring associated with mechanical systems), including fault-finding, rewiring, and monitoring.

- Conduct routine maintenance and testing on electrical systems, and ensure installations are to manufacturer standards and comply with current best practice and NICEIC standards.
- Install electrical systems to 17th edition wiring regulations.
- Rewire faulty electrical systems, such as fixed wiring, lighting and alarm systems.
- Carry out portable appliance testing (PAT) in accordance with company policy and current regulations.
- Update and maintain service records.
- Ensure good quality workmanship, which upholds company standards and complies with building codes and regulations, and follows safety requirements.
- Maintain safe working practices and operate safe systems of work, as directed by the Maintenance Coordinator.
- Work alone to find and present faults and concerns in electrical systems without receiving explicit direction.
- Provide professional assessments and advice on technical matters to the Maintenance Coordinator, as necessary.
- Provide an out of hour's emergency call out response.
- Working closely with, and assisting other members of the Property Services team to carry out additional non-electrical duties, as and when required.
- Carry out electrical jobs at other schools, colleges and provisions within Ruskin Mill Trust Limited, as and when required.
- Ensure that required qualifications are up to date and remain valid.

General Duties:

- Ensure the safety and well-being of children and young people at Sunfield by adhering to and complying with Sunfield's Safeguarding, Child Protection, and Health and Safety Policies at all times.
- Attend staff meetings, team meetings and other internal meetings as appropriate.
- Any other reasonable duties appropriate to the role, as requested by the Maintenance Coordinator.

Liaison

To liaise with all staff employed by the School and Trust, professional bodies, external consultants, and any outside bodies as and when required.

Job Revision:

This job description should be regarded as a guide to the duties required and is not definitive or restrictive in any way. The duties of the post may be varied from time to time in response to changing circumstances. This job description does not form part of the contract of employment.

Where the post holder is disabled or becomes disabled every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the job. If, however, a certain task proves to be unachievable job redesign will be given full consideration.

Closing date for applications is 19th February

PERSON SPECIFICATION

Criteria	Essential	Desirable
Knowledge and Experience	<p>Knowledge, understanding and experience of:</p> <p>LV electrical systems, security, fire and intruder alarms</p> <p>BS5266 Emergency Lighting Testing Testing and fault diagnosis of fire systems and, where possible repair of such faults</p> <p>3 phase circuits Plant rooms</p>	<p>An understanding of the importance of Child Protection regulations in a similar environment.</p>
Qualifications	<p>City & Guilds 236 Part 1 & 2 – Electrical Installation</p> <p>City & Guilds 2382 (17th Edition)</p> <p>PAT Course</p>	
Skills and Abilities	<p>Good interpersonal and communication skills.</p> <p>Accuracy and an eye for detail.</p> <p>Ability to manage and schedule workloads according to priority.</p> <p>Good organisational skills and the ability to prioritise and work effectively under pressure.</p> <p>Ability to work on own initiative or as part of a team.</p>	<p>Clean / current driving licence.</p>