

Ruskin Mill Trust (The Trust)

Job Description

Position:	Painter/Decorator
Post Reference No:	RMT101241
Field of Practice:	Genius Loci and Practical Skills (Field 1 and Field 2)
Grade:	5:6
Responsible to:	Maintenance Manager
Location:	Glasshouse College/Argent College

Job Purpose

The post holder will undertake painting, decorating and associated maintenance tasks to ensure that all areas of the site/s are well maintained and aesthetically pleasing.

The post holder will be expected to embrace, articulate and work with the Trust's objectives, vision, values, purpose and method, ensuring that the Trust's paradigm of biodynamic agriculture, Anthroposophical medicine and practical skills education, which is informed by Steiner Education, is maintained, implemented and integrated.

The post holder is to contribute to the whole life of Ruskin Mill Trust.

You will be required to carry out your duties at all Trust premises throughout the UK, some of which are located a distance from the main College and School sites and at such other places as the Trust may reasonably require.

The post holder will be expected to travel on a regular basis between the Trust's sites, and to and from other places as the Trust may reasonably require.

Evening and weekend working will be required from time to time.

Corporate Contribution

The post holder will be expected to contribute as required and uphold the aims, objectives and commitments of Ruskin Mill Trust.

Main Duties

1. To maintain the building fabric in good decorative order across site by carrying out general internal and external painting and decorating works to new and old areas and to keep the Maintenance Manager informed of any defects requiring further attention.
2. To ensure that adequate stock levels of materials are maintained and that detailed lists of materials required for general stock and specific projects are kept up to date.

3. To ensure that tools and equipment are stored appropriately, kept in good order and work areas are clean and tidy.
4. To assist other members of the Trust's Property Services team as required from time to time.
5. To assist the Maintenance Manager in the formulation and implementation of a planned cyclical redecoration programme.
6. To liaise with the senior leaders to agree and schedule decoration works in specific areas.
7. To keep and update as necessary site wide paint colour records in line with the Trust agreed colours.
8. To work with the aesthetics policy of the Trust to ensure that all work is in line with this policy.
9. Report any safety hazards identified on the site in a timely manner to the Health and Safety Lead.
10. Work in accordance with all current Health and Safety legislation and undertake safe working practices at all times.
11. To undertake such other duties and responsibilities that may reasonably be required within the level of the post.
12. To undertake and participate in all training courses deemed necessary by the Trust as appropriate to the level of the post.
13. The post holder will be required from time to time to work at height, using ladders or scaffolding at varying heights and will be required to observe the appropriate safety regulations.
14. The post holder must be physically fit as the post involves a level of physical activity in order to adequately carry out day to day works activities.

General

1. To share the Trust's commitment for promoting and safeguarding the welfare of students.
2. To be responsible for promoting and safeguarding the welfare of students, children and vulnerable adults that you come into contact with.
3. To carry out the above duties in accordance with the Trust's Health and Safety Policy.
4. To actively support and promote equality and diversity throughout the Trust.
5. To work co-operatively with other staff within the Trust.
6. To work with students as and when required.
7. To comply with all the policies and procedures of the Trust.
8. To maintain exemplary standards of professionalism, honesty and respect at all times, and not abuse the privilege of access to confidential information.
9. To be responsible for the care and development for your working area.
10. To deliver training or development opportunities as required.

11. To maintain a 'duty of candour' and to be open and honest at all times, ensuring that concerns are raised promptly through the appropriate management routes.
12. To attend meetings and supervision as required.
13. To undertake training and development as required by the Trust and the Hiram Education and Research Team. To be committed to professional self-development, through participation in-service training as necessary for the successful carrying out the role.
14. To undertake work related continued professional development (CPD) as required by the post.
15. May, from time to time be required to work additional hours as shall be reasonably necessary to discharge properly your duties and responsibilities outlined in this job description.
16. To undertake any other duties appropriate to this level of post which will evolve as the job progresses until the job description is reviewed.

Staff Management and Supervision

The Painter and Decorator has no direct line manager responsibility.

Liaison

To liaise with all staff employed by the 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.

PERSON SPECIFICATION

Painter/Decorator

ESSENTIAL	DESIRABLE
Experience/ Knowledge & Skills	
<ul style="list-style-type: none">• Wide range of knowledge and practical skills in painting and decorating and all duties associated with a painter and decorator.• High degree of enthusiasm and self-motivation.• A flexible attitude and amenable disposition.• Able to work unsupervised on their own initiative and as part of a team.• Have effective communication skills.	<ul style="list-style-type: none">• Holds a City and Guilds qualification in Painting and Decorating.