

Job Title

Site Maintenance Technician

Role Objective

The primary role objective of the Maintenance Technician is to provide a wide range of day-to-day maintenance, such as cleaning and gardening, and handy man services at our sites. It is essential that all work is completed to a high standard and in a timely manner and the role holder will need to have the appropriate skills to ensure this.

Duties and Key Responsibilities - Thorough training will be provided

- Carrying out routine scheduled Planned Preventative Maintenance (PPM)
- Dealing with reactive jobs / system faults (which may involve 'on-call' subject to experience)
- Handy man duties (which will include gardening and litter picking)
- Site Inspections i.e. Health and Safety inspections.
- Liaising with clients / residents
- Assisting with the development of the company
- Attending client meetings (if required)

Key Skills

- Excellent communication skills
- Develop and maintain effective working relationships with clients and contractors at all levels
- Ability to manage and prioritise a multi-task workload
- Systematic approach to work
- Self-motivated and resourceful
- Good attention to detail
- Positive attitude
- Flexible approach
- Good time management skills
- Common sense
- Professional appearance

Start Date

ASAP

Employment Classification

Subject to experience, this role can be part time or full time.

At least 15 hours per week (spread over 3 days) part-time or 35 hours per week full time.

Probation Period

3 months from start date

Salary

During probation = £12.00 per hour

After probation = £13.00 per hour

Payment Frequency - Monthly

Benefits

Company Pension

We will enrol you into our company pension scheme after your first 3 months with us unless you wish to opt out.

Paid Holiday

4 weeks per annum

With an increase of 1 day per year for the first 5 years

Full Sick Pay

Statutory Sick Pay

Vehicle

If needed, a suitable vehicle will be supplied for business use.

All costs for running the vehicle will be paid for by PFM.

Uniform

Company T-shirts, jumpers and jackets will be supplied by PFM.

Work Locations

This will be subject to contract requirements.

Salary Review

Your salary will be reviewed on an annual basis.