



## JOB PROFILE

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<b>Post Title:</b>	Painter / Decorator
<b>Directorate:</b>	Treasury, Infrastructure and Sustainable Development
<b>Responsible to:</b>	Foreman of works
<b>Responsible for:</b>	None
<b>Grade:</b>	B

### Job Purpose

To improve the lives of all within our community and help the island thrive by delivering painting and decorating related tasks and maintenance services within the building maintenance section.

### Main Duties and Responsibilities

1. Responsible for painting and cosmetic repairs to Crown Estate and SHG Buildings using a variety of paints, varnishes and emulsions.
2. Responsible for the safekeeping and use of equipment and tools when undertaking daily duties.
3. Make an assessment of the work to be undertaken to determine materials and supplies required to complete a task.
4. Ensure work is carried out in accordance with the required specifications and in a accordance with the SHG Health and Safety Policy
5. Prepare wood, metal and concrete surfaces, which includes filling holes, cracks and levelling surfaces before undertaking a task
6. Erect and work from scaffolding and other working platforms including ladders, both internally and externally. This includes ensuring the proper signage in put in place.
7. Provide support to other Tradesmen within the Maintenance Team.
8. Carries out any other building maintenance and repair tasks as detailed by Line Manager.

### Special Conditions

- Work requires normal physical effort with periods of substantial effort.
- Work includes significant elements of inside and outside work involving some exposure to moderate noise, heat, cold and disagreeable or difficult surroundings and conditions.
- Required to work on roofs and heights over 25 feet.
- Working and handling paints and other hazardous solvents that gives off fumes.
- Required to work unusual and out of hours.

This job profile is not an exhaustive list of duties and responsibilities. There may be other ad hoc duties that fall within the remit of the role that the job holder may need to complete. In addition, the job holder will be required to carry out any other reasonable duties as requested which are commensurate with the grading and level of responsibility for the role.



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## Core Competency Framework

Competency	Level
<b>Professional Development:</b> Not needed	
<b>Planning &amp; Delivery of Work:</b> <i>Work is delivered on time, efficiently and to the required quality standards with clarification sought when necessary and relevant parties kept up to date on progress.</i>	ii
<b>Analysis and use of Information:</b> <i>Capable of resolving day-to-day problems with own work or refer to manager when necessary. Attentive to detail and capable of interpreting basic written information.</i>	i
<b>Decision Making:</b> <i>Ability to act on own initiative and confident in making decisions within policy guidelines</i>	ii
<b>Working with Others:</b> <i>Builds good working relationships and engages effectively with others to develop appropriate solutions/improvements</i>	i
<b>Communication:</b> <i>Active listener and communicates clearly and effectively both orally and written</i>	i
<b>Influencing and Persuading:</b> <i>Team player, receptive to constructive feedback and seeks clarification when necessary. Confident in expressing difference of opinion in a constructive manner.</i>	ii
<b>Dealing with Change:</b> <i>Flexible and adaptable to change.</i>	i
<b>Continuous Improvement:</b> <i>Willing to learn and develop self and team in job role to work efficiently.</i>	i
<b>Managing Resources:</b> <i>Works within appropriate guidelines and capable of dealing with varied situations with limited guidance.</i>	i



## PERSON SPECIFICATION

Criteria	Essential / Desirable	Application Form	Selection Process
<b>Qualifications:</b>			
Must have good command of Maths and English	E	✓	
Have a valid driver's license in classes A, C and D.	E	✓	
<b>Knowledge &amp; Experience:</b>			
A minimum of 3 years' experience in painting and decorating.	E	✓	
Ability to perform other building related tasks e.g. minor plastering and carpentry.	E		✓
Familiar with brush and roller techniques for interior and exterior decorating	E		✓
Competent in industrial painting – preparing work areas using special treatment	E		✓
<b>Skills and Abilities:</b>			
Be physically fit to match the requirements of the post.	E		✓
Good communication skills.	E		✓
Good analytical and problem solving skills.	E		✓
Good organisational & time management skills.	E		✓
Ability to operate required equipment in a safe and responsible manner.	E		✓
Ability to read building specifications.	E		✓
Must maintain strict confidentiality.	E		✓
Ability to work independently.	E		✓
Able to meet deadlines.	E		✓
Ability to apply objective judgement when making an assessment of tasks to be undertaken.	E		✓



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Other:			
Possess a sound knowledge of Health & Safety practises in the workplace.	E		✓
Highly self-motivated	E		✓
Effective team player when working collaboratively with other tradesmen	E		✓
Responsive to change	E		✓
Be honest and trustworthy	E		✓
Be respectful and flexible	E		✓
Committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.	E		✓
Contribute to a positive working environment ensuring commitment to equality and diversity.	E		✓

### Our Values

#### FAIRNESS

We act as role models and have fair and consistent standards. We champion equality, inclusion and respect.

#### INTEGRITY

We communicate openly and we are honest, accountable and ethical.

#### TEAMWORK

We work together and we support each other.

### Professional or Career Progression Cadre Competency Framework

*Add in here a Professional or Career Progression Cadre competency framework or reference an Appendix A and append details.*