



The Good Shepherd Centre Kilkenny CLG, Church Lane, Kilkenny, R95 PP3F
Tel: 056 7722566 Mob 087-0671188 www.thegoodshepherdcentrekilkenny.ie Email: info@gsck.ie

Job Title: general Maintenance Operative

Pay Scale: €18 per hr

Hours of Work: 39 hours per week

Contract: Specified Purpose Contract – 6 months period and is subject for renewal

GSCK / KVHA Facility property Management Service

Team:

Maintenance Team

Location:

Kilkenny, Carlow, Tipperary, Laois, Wexford and Midlands

Reports to:

Maintenance Team Leader/ Head of Housing & Facilities Services

Job Purpose

To provide general building maintenance and at a number of GSCK/KVHA properties to ensure that they are kept safe, secure and in good condition. Ensuring multi occupancy properties are kept clean and tidy. This includes basic gardening.

Responsibilities/Accountabilities

- To work within the Policy Framework of KVHA/GSCK.
- Carry out a variety of planned and reactive building maintenance tasks, which will be varied in nature to include general maintenance
- Carry out planned preventative building maintenance in line with set programmes. Undertake general facilities support tasks, including furniture building and furniture removals, grounds and site clearance, and keeping areas clean and tidy generally.
- Adhere to company health and safety policy and procedures, identify hazards and undertake point of work risk assessments as required.

- Communicate effectively with building occupiers to minimise inconvenience when planning and undertaking building maintenance.
- Carry out such other duties as required or delegated by the Maintenance Team Supervisor or Service Manager, including undertaking tasks performed by lower grades.

Essential Skills/Abilities:

- A degree or other relevant qualification in maintenance and/or construction.
- A full clean driving license and access to a car.
- Extensive knowledge of building systems such as plumbing, electrical, and general maintenance.
- Excellent analytical and problem-solving skills.
- Ability to identify issues and to determine repairs that are needed.

Equal Opportunities:

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and safety:

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

Customer Focused.

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

Values

We expect all our employees to demonstrate and promote our values:

- We RESPECT all stakeholders and ensure engagement and participation when possible and/or appropriate.
- We work in PARTNERSHIP with all stakeholders to ensure effective and expedient responses within the mission of GSCK
- We provide QUALITY services, based on core principles of care and empowerment

