

EOM Electrical Contractors Limited

PERSON SPECIFICATION

JOB TITLE: Carpenter, General repairs & maintenance

CRITERIA	ESSENTIAL	DESIRABLE	METHOD OF IDENTIFICATION
Education & Qualifications	<p>GCSE level education to include Maths and English Grade C or above</p> <p>Qualified to City & Guilds / NVQ Level 3 Industry recognised Carpentry & Joinery qualification</p> <p>Evidence of continually developing professional knowledge</p>		<p>Application Form</p> <p>Production of certificates</p>
Experience	<p>A minimum of two consecutive years' experience of undertaking general carpentry works including full kitchen replacements</p> <p>Experienced in providing a customer focused service</p> <p>Experience of delivering a range of projects on time and within budget</p>	<p>Experience of working on large scale kitchen replacement programs e.g. for Housing Associations / Councils</p> <p>Experience of preparing VOID properties for re-let</p> <p>Experience of other trades</p>	<p>Application Form</p> <p>Interview</p>

<p>Job Knowledge</p>	<p>Excellent understanding of carpentry techniques and methods of installation and construction</p> <p>Up to date health and safety knowledge.</p> <p>Up to date knowledge of legislative frameworks and key issues relevant to the post.</p>	<p>Knowledge of other trades</p>	<p>Application Form</p> <p>Interview</p> <p>Test</p>
<p>Competencies and Skills</p>	<p>Methodical with excellent attention to detail</p> <p>Ability to communicate clearly, confidently and politely</p> <p>Skilled in operating and maintaining electrical and manual equipment and measurement tools</p> <p>Ability to read technical documents and drawings and to take accurate measurements and calculate the size and amount of material needed</p> <p>Budgeting and financial skills.</p> <p>Project management skills with an ability to plan, organise and prioritise effectively, in order to achieve targets and meet deadlines.</p> <p>Sound verbal, reasoning and written communication skills, with the ability to</p>	<p>Ability to undertake basic general building maintenance tasks</p>	<p>Application Form</p> <p>Interview</p>

	<p>inform and educate colleagues should there be issues with an installation.</p> <p>Ability to build constructive and honest partnerships with customers, colleagues and suppliers</p> <p>Ability to complete paperwork (to include timesheets, job paperwork) accurately and to a high standard.</p> <p>Demonstrates commitment to customer service in all activities.</p> <p>Demonstrates ability to work independently and on own initiative.</p> <p>Demonstrates ability to work as part of a team.</p>		
<p>Other Requirements</p>	<p>Full driving licence (max 6 points)</p> <p>Reliable and punctual</p> <p>Must be able to meet the physical requirements of the role – including bending, lifting heavy objects, working at heights and in confined spaces.</p> <p>Commitment to equality and diversity.</p>	<p>Be able to hold conversations in the medium of Welsh (or be prepared to learn) to minimum ALTE Level 1</p>	<p>Application Form</p> <p>Interview</p>

	<p>Personal integrity.</p> <p>Enthusiasm and resilience.</p> <p>Adopts a flexible approach to the requirements of the job</p>		
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