

Job Title	Painter and Decorator
Reports to	Director of Facilities
Hours	40 hours a week  Mon to Fri 8am – 5pm
Holidays	25 days plus Bank Holidays + Christmas Closedown
Qualifications	City and guilds level 2 or equivalent
Location	Repton and Repton Prep
Salary	£29,500
Benefits	Company Pension Scheme Free membership of Repton Sports Centre

### **Role Overview**

Internal and external presentation of all painted surfaces.

The Painter and Decorator will be part of a team employed to maintain, repair and refurbish the School buildings on both sites throughout the year. The job will be wide and varied and it is anticipated that it may change over time. Due to the nature of the school business, there may be a requirement for some weekend working on a rota basis to provide emergency cover for the department (currently 1 in 12 weeks).

Please note that all duties undertaken by the post-holder must be carried out efficiently, effectively, within deadlines and to standards acceptable to the School's management team.

<b>Role Outcomes</b>	<b>Key Performance Indicator(s)</b>
Maintain a safe working environment and comply with all building codes and safety regulations.	Zero accidents or safety violations, consistent use of personal protective equipment (PPE), and compliance with safety protocols.
High-quality repairs and installations that ensure fire doors function effectively as barriers against fire and smoke.	Minimal callbacks or rework required due to the high standard of initial repairs and installations.
Painting and decorating tasks are completed within the agreed timelines.	Minimal need for rework due to errors or delays.

### **Role Responsibilities**

#### **General Duties**

- To carry out decorations and all associated repairs works, such as making good of ceilings, walls, floors, woodwork, fittings etc. (excluding electrical items).
- To assist others (of similar or different trades) as required.
- To work efficiently and effectively with minimal supervision.

- To ensure that all work is undertaken to the correct standard and completed in accordance with all relevant codes of practice, regulations and general health and safety requirements.
- To decorate to a high standard including correct preparation, product selection and application.
- To conduct general 'making good' in preparation for decorating, to enable a high-quality finish.
- To conduct general repairs works such as basic carpentry, basic plaster repairs etc.
- To conduct Artex repairs as necessary.
- To work flexibly in accordance with the changing requirements and needs of the School.

### **Health and Safety**

- To monitor and report any Health and Safety issues identified during visits to allocated areas, or any other School area and to ensure relevant action is taken.
- To remain up-to-date with all appropriate practices and regulatory requirements within your allocated areas of responsibility and to undertake duties in line with established School practices and protocols.
- To undertake appropriate training to ensure that skills remain up-to-date and proportionate with the first-class service required for this role.
- To, at all times, carry out duties in a safe manner, so as not to endanger the post-holder or others. If the post-holder considers something is unsafe or likely to cause injury or ill health, they must report it to the Maintenance Supervisor. The post-holder should read and understand the School Health and Safety Policy.

### **Person Specification**

#### **Education and Qualifications**

- City and guilds level 2 or time served in Painter and Decorating or equivalent Qualification
- Full clean driving license

#### **Personal Qualities**

- Experience working within the historic environment is desirable.
- To have the ability to manage their own time effectively and to prioritise work.
- Be able work alone and as part of a team. Have the ability to respect and value the different experiences, ideas and backgrounds of others. Be prepared to assist colleagues in a willing and positive manner including assisting with other duties as required.
- Be polite, professional, and friendly at all times with pupils and colleagues.
- Awareness of and adherence to safety procedures and regulations.
- Have a can-do attitude and a drive for continuous improvement in all areas of work.

### **Other Important Information**

#### Safeguarding

Promoting and safeguarding the welfare of children and young persons for whom you are responsible and with whom you come into contact is a critical part of all roles at Repton / Repton Prep.

Under the Sexual Offences Act 2003 it is a criminal offence for a person over 18 (e.g. teacher, matron, sports coach) to have a sexual relationship with a child under 18 where that person is in a position of trust in respect of that child, even if the relationship is consensual. This applies where the child is in full-time education and the person works in the same establishment as the child, even if s/he does not teach the child.

Moreover, whatever the age of the pupil, a sexual relationship between an employee and a pupil will be considered an abuse of a position of trust and gross misconduct, likely to result in dismissal.

#### Health

The successful applicant will be required to complete a Health Declaration once a formal offer of employment has been made and accepted.

#### Children Act and Referees

Successful appointment will be dependent upon statutory criminal conviction checks including an enhanced DBS Check in accordance with the Children Act, as well as favourable reports from two referees. It will be assumed that the School may contact your nominated referees without further reference to you, unless you specify any alternative arrangements.

#### Child Protection Policy

All applicants must be familiar with our Child Protection Policy which can be found at [https://www.repton.org.uk/userfiles/reptonmvc/Documents/06-Key-Information/Employment- Opportunities/170916-Child-Protection-and-Staff-Behaviour-Policy.pdf](https://www.repton.org.uk/userfiles/reptonmvc/Documents/06-Key-Information/Employment-Opportunities/170916-Child-Protection-and-Staff-Behaviour-Policy.pdf)