



JOB DESCRIPTION

JOB TITLE: Painter and Decorator
LOCATION: Cheltenham and Gloucester
RESPONSIBLE TO: Property Services Manager South (or nominee)

JOB PURPOSE:

To improve the lives of people who use our services by providing maintenance and refurbishment work to properties.

KEY RESPONSIBILITIES:

- Carry out pre and post inspections of occupied and empty properties to determine the extent of internal and external painting and decoration required.
- Having established the decoration need carry out the most cost effective and expedient preparation/repair/ application of decorative products,
- Carry out a range of external and internal painting and redecoration tasks in occupied and empty properties whilst achieving a durable and quality finish.
- Prepare and clean surfaces using hand-held power tools and the appropriate methods. This could include scraping, sanding, and “burning off” of loose paint; repair cracks and holes in walls and joinery by applying fillers/ sealant. Prepare/sand surface for application of decorative product.
- Mix and thin paint to obtain desired colour and texture as necessary
- Apply paint or other materials, such as stains, lacquer, enamel, oil, varnish, fibreglass, metal coating or fire retardant using brushes, rollers or spray equipment, following manufacturer’s recommendations.

- Carry out all necessary administrative work associated with the P3s requirements such as keeping accurate and timely records of all work completed.
- Liaise and work with all other trades providing technical advice as and when required.
- To ensure all work is carried out in a safe, proper and thorough manner taking into account Health and safety legislation, P3s policies, procedures, risk assessments and method statements
- To work safety at heights, internally and externally using appropriate access equipment.

TEAM WORK

- Work as part of the maintenance team to provide an effective and efficient service to clients.

DEVELOPMENT

- Participate in staff meetings, supervision meetings, training, team development sessions and other meetings as required, reporting back to the team as appropriate.
- Undertake development activities as necessary and appropriate to the role.

DELIVERING EQUALITY

- Foster the equality, diversity and rights of others by ensuring people are respected and valued as individuals
- Promote the rights and needs of people who use P3 services in the community.
- Work within the framework of P3's equality and diversity policy at all times.

OTHER

- Undertake such other duties and specialisms, as may be required from time to time to maintain or enhance P3's services.
- The employee may on occasions, and in necessary circumstances, be called upon to undertake work in other locations in order to ensure P3's obligations to clients are fulfilled.
- Undertake all duties in accordance with all P3 policies and work towards their continuing development and implementation.

All job descriptions are subject to periodic review.

This job description covers the range of duties required. It is P3 policy to, wherever possible, reach agreement on changes however if this is not possible, P3 reserves the right to change the job description in line with the needs of the organisation.

PERSON SPECIFICATION
Painter and Decorator

	Essential	Desirable
Values Must be able to demonstrate the following values; <ul style="list-style-type: none"> • Promotion of equality of opportunity • Recognise and value all aspects of diversity • Honest and reliable 	 ✓ ✓ ✓	
Experience Able to demonstrate: <ul style="list-style-type: none"> • Previous experience of working in a similar role • Good working knowledge of general property maintenance 	 ✓ ✓	
Knowledge and Understanding <ul style="list-style-type: none"> • An awareness of the needs of people who use our services • Knowledge of health and safety legislation and requirements 	 ✓	 ✓
Skills and Abilities <ul style="list-style-type: none"> • Must have effective communication skills • Flexibility with regards to working unsociable and additional hours as necessary • Flexibility to travel throughout region • Ability to forward plan 	 ✓ ✓ ✓ ✓	
Qualifications City and guilds / NVQ in Painting and Decorating or other equivalent qualification <ul style="list-style-type: none"> • A full Driving license 	 ✓	 ✓