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| **Job Title** | Labourer |
| **Reports to** | Engineering Foreman  |

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| **Job Purpose** |
| Supporting the Buildings department in routine maintenance of the College’s buildings and facilities. Working with members of the team and other departmental staff to ensure that works are carried out to the required standard of quality. |

 **Key Tasks and Responsibilities**

* Assist the tradesperson to carry out work in the College properties to a required standard;
* Carry out removal works, setting up rooms and moving equipment;
* Carry out labouring duties both in the workshop and in the College properties;
* Carry out van driving duties;
* Completion of timesheets and similar records to show completed work;
* Adhere to current health and safety legislation and best practice in accordance with the College Health and Safety policy statement
* Ensure own safety and the safety of others who may be affected by your own actions. Employees must follow instructions and co-operate at all times with their line manager to enable the College to meet its legal responsibilities. Employees must stop work if the nature of the situation involves risk of serious injury to any person and must report and hazardous situation or defective equipment to their line manager without delay
* Assist other trades within the post holder’s competence and experience.
* Carry out such duties as required by management
* To undertake any other duties as may reasonably be required of you in the post
* Commitment to equality, diversity & inclusion
* Commitment to safeguarding and promoting the welfare of children

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| **Skills and Competencies Required** |
| To be successful in this role, the incumbent should have:* Relevant experience of labouring work
* A valid UK driving licence
* General knowledge of building trades
* The ability to work effectively within a team and communicate appropriately with a variety of College staff
* Good sense of initiative
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