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| **Job Title** | *Electrician*  |
| **Reports to** | *Foreman Electrician* |

**Job Purpose**

We are seeking to appoint an Electrician to carry out day-to-day electrical works in the College’s 430 buildings which are both of historic and modern construction. You will deliver day-to-day maintenance, PPM (Planned Preventive Maintenance) and minor works efficiently and economically.

**Key Tasks and Responsibilities**

* Carry out electrical repair work in the College properties to a safe and high standard;
* Conduct regular testing to ensure compliance e.g. fire systems, emergency light systems;
* Electrical maintenance and installation work;
* Be able to efficiently assess quantities of materials required to complete a task;
* Assist other Tradespeople as and when necessary;
* Carry out any other duties and ad hoc requirements as reasonably requested by your line manager;
* Accurate completion and timely submission 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 your 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 the Electrical team with on-call cover and emergency rota when required;
* Where required, undertake regulated activity, such as unsupervised contact with children, ensuring that safeguarding procedures are followed and providing safe and effective care at all times;
* Good understanding and effective implementation of Child Protection procedures;
* Commitment and promotion of equality, diversity & inclusion;
* Commitment to safeguarding and promoting the welfare of children, including by not limited to, completing safeguarding training as required, and ensuring any safeguarding updates issued by the College are read and understood;
* Understand and comply with procedures and legislation relating to confidentiality.

**Skills and Competencies Required**

To be successful in this role, the incumbent should have:

* A recognised time served apprenticeship and/or relevant qualifications such as City & Guilds/NVQ Level 3, AM2 qualification, and have attained IET BS 7671 18th Edition Regulations;
* Relevant trade background with experience;
* Extensive experience of maintenance work, repairs and small installations;
* The ability to work effectively within a team and communicate appropriately with a variety of College staff;
* A valid UK driving licence;
* General knowledge of other trades would be advantageous but not essential.

**Working Pattern**

* Your working hours will be 8.00am to 4pm Monday to Friday with 30 minutes for lunch.
* You will be working 52 weeks per year.
* You will be entitled to 21 days of holiday.

**Disclosure Checks**

Eton College is committed to safeguarding and promoting the welfare of its students and staff and expects all staff and volunteers to share this commitment. This role is classed as ‘regulated activity’, whereby the post holder may be required to have contact or be involved in unsupervised activities with children. It is a criminal offence for any person who is barred from working with children to attempt to apply for a position at the College. The suitability of all prospective employees will be assessed during the recruitment process in line with this commitment.  All offers of employment are subject to a number of recruitment checks, including by not limited to; verification of identity and right to work in the UK, an Enhanced DBS check, pre-employment health check questionnaire, satisfactory references, verification of professional qualifications which the College deems a requirement for the post, or which were otherwise cited in support of your application and probationary period.