

# Job description - Maintenance Operative

October 2024

Northern Group; property development, workspace, lettings, and property management. Do you want to join a successful and growing company? An opportunity has arisen for someone with a passion for maintenance to join us at Northern Group

We're looking for an experienced maintenance operative that can hit the ground running and provide a first-class service to our tenants and leaseholders.

## Profile, skills & experience:

- Property maintenance (required)
- Plumbing experience (desired)
- Joinery experience (desired)
- Basic electrical experience (desired)
- Full clean UK driving licence.
- Have a keen eye for detail.
- Show Ambition to exceed targets.
- Work under your own initiative
- Take Responsibility
- Offer first class Customer Service
- Promote a Positive Environment

## You will be responsible for the following:

- Carry out both reactive and planned maintenance.
- Complete end of tenancy repairs / painting
- Utilise the company's processes and systems to record details of each job including time on the job, parts used, and any reattendance required.
- Assist as a second operative or train other team members where required by the Maintenance Manager
- Risk assesses each job to ensure you have the correct tools, PPE, equipment, knowledge and second operative attendance where required. Report any concerns to the Maintenance Manager
- Provide a method statement for all high-risk jobs to the Maintenance Manager
- Ensure stock of parts and materials are utilised in a cost-effective manner and report any required parts or materials to the Maintenance Manager
- Ensure stores of stock and tools are kept tidy and secure.
- Carry out regular training as instructed by the Maintenance Manager, along with reporting any training needs.
- Complete Internal compliance tasks where required (Fire alarm tests, emergency lighting checks etc)

## What can you expect?

- A dynamic and collaborative team
- Cool coworking Head Office in Ancoats
- Your social calendar will never be fuller with weekly events, monthly meet-ups and annual weekends away.
- Colony Card exclusive discounts at partner brands in and around Manchester
- 20 days holiday + Bank Holidays (increasing with years of service)

- Free on-site parking
- Company pension
- Working hours Monday to Friday, over two shift patterns 08:00 - 16:30 09:00 – 17:30
- Out of hours cover when required (out of hours rates paid)
- Performance based bonus scheme

### Job Type: Full-time

Competitive Salary and Bonus based on achieving targets, measured monthly and paid monthly

### Benefits:

- Company events
- Company pension
- Employee discount
- Free parking
- On-site parking

### Schedule:

- Monday to Friday

### Ability to commute/relocate:

- Manchester City Centre, Greater Manchester: reliably commute or plan to relocate before starting work (required)

### Experience:

- Property Maintenance: 5 years (required)

### Licence/Certification:

- Driving Licence (required)