

TAFF

We deliver great homes and services
and support communities to thrive.

Taff is responsible for over 1,500 homes across Cardiff and we provide support services to people across four local authorities in South East Wales.

We develop and deliver reliable services. Building and maintaining quality homes, working with local communities and building long-term partnerships.

As we continue to grow, we'll continue to use our position of influence to create positive change.

Our Values

We inspire
Trust



We are
Ambitious



We are always
Learning



We are
Kind





Advert

Would you like to work for a community-based, vibrant organisation?

We are looking to recruit two - Multi Skilled Operatives - Carpenters to join our in-house Repairs team. We are looking for someone who has experience in housing maintenance with predominantly carpentry qualifications and other skills in plumbing, plastering, tiling, and flooring.

Working within the Repairs team, you will be expected to develop, learn and share knowledge, have a flexible approach and be an integral part of Taff's Team.

We offer ongoing training and support that will enhance your skills & knowledge.

We also offer a fully insured works van, fuel card & uniform

We welcome any questions in advance of the application, so please feel free to get in touch with Daniel Gully at daniel.gully@taffhousing.co.uk.

THE ROLE

Role title: Multi Skilled Operative - Carpenter

Responsible to: Repairs Team Leader

Team: Repairs Team

What you'll do...

Help deliver Taff's aim of providing great homes and services. As our Multi Skilled Operative – Carpenter, you will be responsible for the delivery of reactive, planned and void maintenance of our homes on a multi-skilled basis including communal facilities. You will be responsible for the safety, comfort, and quality of delivering excellent repairs consistently to our tenants in the first instance.

What you will be responsible for?

- General property repairs, gain access, lock changes, doors and window repairs (including PVCu products), safety floor laying, plumbing, mould cleaning & painting, plastering, brick/blockwork, fascia, soffit and guttering, frames, skirting, and studwork
- Reporting on the condition of properties and any safeguarding concerns via the relevant method's
- Assisting the Team Leader in the inspection and recording of defects and follow-up works
- Providing information to the scheduling team when a return is required? i.e. materials needed, time required, any additional resources, priority
- To complete all necessary administration, such as accurate records of SOR Codes, Pre & Post work photos, Customer satisfaction surveys
- Ensuring that all health and safety regulations are adhered to, always working in a safe manner
- Ensuring compliance with Taff's policies & Procedures
- Ensuring routine checks and maintenance are undertaken on the company vehicle and equipment, and to keep a record of these.
- Actively contributing contribute to service improvements.
- Participating in repairs and maintenance out-of-hours emergency service when required
- Any other duties deemed reasonable by management within the remit of the role
- Resolves day to day issues, or identify matters that require escalating

THE PERSON

Essential Skills, Experience and Qualifications:

- Good communication skills, including basic written skills
- Experience operating within a trade role such as carpentry, joinery, plumbing, plastering, bricklaying
- Qualification in related trade at NVQ level 3, or equivalent level of experience
- Experience of working in voids and occupied domestic properties.
- Ability to drive

Desirable

- Knowledge of the housing association sector in Wales.
- Working knowledge of the control of asbestos regulations.
- Ability to communicate in a relevant community language other than English
- Able to use mobile electronic equipment (PDA).
- Multi Skilled qualification
- WHQS Knowledge

We'd also need you to:

- Digitally savvy, able to use Taff's latest technology / kit.
- Comfortable to work in an agile environment, with a focus on 'getting the job done'.
- Actively anti-racist and tackle all types of discrimination, not just for our customers, but for our colleagues too, welcoming and celebrating difference.
- Possess a positive 'can do' attitude and actively contribute to creating an awesome Taff culture.

We ask all Taff employees to...

- Keep up to date with changes in systems, policies, procedures and working practices
- Take ownership for your personal safety and that of those around you
- Take the opportunity to develop your skills and knowledge
- Contribute to a happy and positive workplace

*This job description is indicative of the range of current duties and responsibilities for the post. It is not comprehensive. This post is expected to develop over time with the skills and knowledge of the post holder and it is essential therefore, that it is regarded with a degree of flexibility, so that changing needs and circumstances can be met. All changes will be discussed with the post holder.

CONDITIONS OF SERVICE

Annual salary: £30,378

Contract type: Permanent

Working Week: 40 hours a week - Monday – Friday (weekend and evening shifts may be required). Flexible working in accordance with our Work life Balance Policy. Should business needs change, you may be expected to work at our other sites.

Location: Based at Head Office at Alex House, Canton, Cardiff CF5 1JD, working at our properties within the Cardiff area.

Colleague Benefits:

- ▶ 25 days annual leave (extra 1 day leave after 5 & 10 years' service – total of 27 days)
- ▶ 4 extra concessionary days and public bank holidays.
- ▶ Defined Contribution SHPS Pension scheme with a maximum contribution of up to 9.25%.
- ▶ Enhanced sick and maternity pay
- ▶ Simplyhealth cash plan covering optical, dental, chiropractic treatment and more.
- ▶ Permanent Health Insurance through Canada Life.
- ▶ 'WeCare' service through Canada Life for employees and their household giving access to GP consultations, specialist counselling and many other services
- ▶ Employee Assistance Programme through LifeWorks
- ▶ Business Mileage expenses will be reimbursed when using your own motor vehicle for use on official journeys.

Checks: DBS and reference checks required. Appointment will be confirmed only upon satisfactory response.

To apply for this vacancy please email a copy of your CV, together with a completed Equal Opportunities form to - peopleservices.mailbox@taffhousing.co.uk

[Equal Opportunities Form](#)

This is an ongoing advert with applications reviewed on a two-weekly basis.