



# barcud

## Job Description

### Contract Painter

All criteria are Essential unless indicated otherwise



**Reports to:** Team Leader

**Responsible for:** n/a

**Overall Job Purpose:** To prepare, patch up and decorate dwellings within the Barcud stock as well as clean off and treat any damp and mould as directed. The Contract Painter will take pride in their work, have excellent customer care and communication skills, and be conversant in the use of Information Technology to receive jobs, and communicate with colleagues.

Undertaking some labouring and joint visiting tasks from time to time to assist other colleagues

#### Key Responsibilities –

##### Functional:

- To be able to manage their own work, protecting the area around the workplace and ensuring compliance with health and safety requirements.
- Prepare area and apply protective and decorative coats of paint, varnish, lacquer, and/or other related materials to interior and exterior surfaces of buildings, furniture, equipment, and other structures as directed.
- Maintains existing paint surfaces through matching and tinting of appropriate paint products. Scraping off old paint, removing nails, wallpaper and preparing the walls and surfaces. Inspecting the walls and deciding upon the number of paint coats that will be required.
- Identification, safe handling, and appropriate disposal of paints, stains, preparatory and undercoating materials, and other hazardous materials, and undertaking work within the COSHH requirements.
- Clean off any damp or mould stains in accordance with the precautions and directions given

- Assist other colleagues as a labourer from time to time to undertake kitchen and bathroom replacements in occupied and un-occupied properties.
- Carry out repairs to the fabric of a building, for example repairs to walls, doors, door frames, skirting boards or plaster damage to internal walls
- General clearing work
- Use a various selection of electrical / motorised power tools
- Ensure that all works and materials are provided in accordance with Barcud procurement strategy.
- Be available and respond promptly to emergency call outs on a rota basis as and when required by the organisation
- Liaise with tenants to undertake work in their homes in a timely, polite and professional manner.
- Drive a vehicle as required according to the Highway Code and Barcud rules and regulations.
- Ensure that the vehicle is stocked correctly in order to carry out tasks, and complete the required work without the need for follow-on visits.
- Ensure that vehicle housekeeping and stock-checks are undertaken regularly and that all vehicle stock is stored appropriately and safely within the vehicle.
- Use the appropriate technology as instructed by Management; undertake general paperwork and job card system, which requires input by the post holder.
- Participate in any training required for completion of duties.

### **Corporate:**

- To provide excellent customer service to internal and external customers.
- Ensure that all work is undertaken in accordance with the current health and safety legislation and undertaken in a diligent manner, considering tenant's cultural and diversity needs are managed and identify and implement

opportunities for making best use of all resources.

- Ensure that Barcud and its staff comply with all legal requirements and where possible best practice.
- Ensure that you implement the Association's equality, diversity and inclusion policies at all times and in all aspects of service delivery and employment.
- To carry out such other duties and responsibilities as may reasonably be directed by Management.
- Promote effective communications, excellence in customer service, and a focus on continuous improvement in all aspects of Barcud's work.

*This job description is not intended to be an exhaustive list and in view of changing demands, legislation, and regulations, the duties may be reviewed and revised as deemed reasonable and appropriate.*



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## Personal Specification

### Contract Painter



This person specification details the experience and skills for the position of Contract Painter at Barcud. All skills and experience are essential except where explicitly indicated to be desirable (D).

#### **Qualifications:**

- Basic painting qualification
- Evidence of continually developing professional knowledge. (desirable)
- Must have full driving licence.
- Safety Awareness certificate. (Desirable)

#### **Experience:**

- Have at least 2 consecutive years experience of working in the building industry.
- Worked as part of a team undertaking painting contracts.
- Providing a customer focused service; achieving challenging targets and objectives.
- Experience of working in a similar role.
- Knowledge of workplace safety, such as safe lifting and safe operation of hand and power tools etc.
- Good attention to detail.

### **Knowledge/Skills:**

- Have interpersonal skills.
- Up to date health and safety knowledge. (Desirable)
- Ability to receive works orders, appointments and e-mails through a smart phone, and record work done effectively through the use of modern technology appliances.
- Ability to communicate through the medium of Welsh. **(Desirable)**.
- Sound knowledge of performance management and how this contributes to business success.
- A strong commitment to providing a high quality service.
- Good communication skills.
- Ability to develop own skills and learn new ones.
- Ability to complete paperwork accurately and to a high standard.

### **Personal Qualities:**

- A strong commitment to high quality customer service.
- Adopts a flexible approach to the requirements of the job.
- Adapts positively to change.
- Team Player.
- Able to meet the physical requirements of the role – including bending, kneeling, lifting heavy objects, occasionally working at heights and in confined spaces.