****

**PG**

**8017**

**Post Specification**

**Operations**

|  |  |
| --- | --- |
| **Date** | **August 2023** |
| **Post Title** | Handyperson |
| **Job Family Role Profile** | **OP3** |
| **Final Grade** | **4** |

**To be read in conjunction with the job family role profile**

|  |
| --- |
| **Purpose of this post**  |
| To support delivery of a high quality, effective and efficient minor repairs function across the Cumbria Fire and Rescue Service (CFRS) estate. |
| **Key job specific accountabilities** |
| 1. To monitor CFRS’s defect reporting system.
2. To carry out basic repairs -including, but not limited to, painting, plastering, carpentry, joinery, and tiling- across the CFRS estate as required.
3. To escalate repairs to appropriate contractors as necessary.
4. To liaise with CFRS staff and station personnel to ensure repairs are completed effectively and appropriately.
5. To assist in CFRS’s stores function when not occupied with repair or maintenance work.
 |
| **Please note annual targets will be discussed during the appraisal process** |
| **Key facts and figures of the post** |
| **Budget Responsibilities** | * None
 |
| **Staff Management Responsibilities** | * None
 |
| **Data Responsibilities** | * None
 |
| **Other** | * None
 |
| **Essential Criteria - Qualifications, knowledge, experience and expertise** |
| * Experience of carrying out a range of repairs.
* Ability to work independently and without supervision.
* Sound knowledge of relevant systems and trends
* Organisational/planning skills.
* Category B Driving License.
 |
| **Disclosure and Barring Service – DBS Checks** |
| * Standard DBS Check.
 |
| **Job working circumstances** |
| **Emotional Demands** | * Lone working.
 |
| **Physical Demands** | * Outdoor working.
* Heavy lifting.
* Lone working in exposed situations.
 |
| **Working Conditions** | * .Countywide role
 |
| Other Factors |
|  |