

# Job Description

<b>Job Title</b>	Electrician
<b>Department</b>	Services
<b>Location</b>	Field-based throughout the Central Belt area, travel as business needs require
<b>Reporting to</b>	Contracts Manager
<b>Line Manager to</b>	N/A
<b>Key Relationships</b>	Electricians, Contract Supervisors, Contract Manager, Operations Director, Customers, Clients, Services Administration Department, HR, Fleet Coordinator.

*The information given below is intended to provide an understanding and appreciation of the workload of the job and its role within Everwarm. The job description outlines the main purposes in general terms only and is not intended to be prescriptive.*

*You may be required to carry out other duties in order to commensurate with the post. This will not change the character or purpose of the post but will be necessary to maintain high standards of business practice.*

*This job description, through Business reasons, may be altered from time to time to meet the changing needs of the Company.*

## Role Overview

The company is looking to recruit Electricians to carry out electrical work in the following areas:

- Central Heating Systems (Combi Boilers; S-Plan; Y-Plan)
- Electrical Storage Heating
- Renewable Fuels (Solar PV; Solar Thermal; Air Sourced Heat Pumps)
- Electrical Vehicle Charge Points
- Rewires (Kitchens and Bathrooms)
- General Duties/Key Responsibilities

## General Duties/Key Responsibilities:

The work of an Electrician is varied and can include the following:

- To install, repair, renew, test and maintain electrical installations as required, meeting all legislative requirements (mainly domestic).
- Inspect, test and issue certification for all electrical installations and repairs,
- Carry out fault diagnosis on site,
- Prepare sites for safe working,
- Keep up to date with required trade qualifications,
- Report all non-electrical faults to the Line Manager,
- Keep records of work undertaken, including maintenance & repairs work,
- Comply with H&S policies and procedures and carry out on site risk assessments for jobs undertaken,
- Attending training in support of position as instructed by management.
- Alterations and new circuits to domestic properties
- Installation of wiring for new showers and shower pumps
- Testing and inspection to fixed wiring circuit including filling in certificates
- Core out, wire and install ventilation fans.

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## Qualifications

### Essential:

- Candidate will hold an approved recognised trade qualification such as City & Guilds, SVQ level 3 or equivalent.
- You must be trained to current regulations (18th Edition), hold an inspections & testing certificate along with a CSCS or ECS card.

### Desirable:

- Renewable Fuels (Solar PV; Solar Thermal; Air Sourced Heat Pumps) – City & Guilds or equivalent BPEC
- Person Specification

## Skills and Knowledge:

- Industry knowledge
- Able to communicate effectively with key people.
- Essential time management skills.
- Personable with communication skills
- Maintain focus on key tasks
- Able to assess own performance and follow training direction.
- You should have a working knowledge of all current Health and Safety legislation and best practice
- Be able to communicate technical information to customers and colleagues which is meaningful
- Be able to use a range of communication skills when dealing with challenging customers
- Be flexible due to the diverse nature of the working environment

## Abilities:

- Ability to understand, organise and analyse information received to identify your response
- Ability to assess situations and determine the objectives with a clear concise well organized reply
- To be able to eliminate or reduce causes to any root problems
- Must be confident to work alone
- Have a full UK driving license
- Well-presented and proactive
- Able to get on well with others and be a team player
- Sufficiently mobile and flexible towards hours and place of work
- Clear focus of quality of service

## Experience:

- Providing routine correspondences both written and orally.
- Previous experience in a fast-paced environment, working under pressure.
- Ability to adapt quickly to changing priorities.
- Experience in working within a team, team environment.
- Used to self-managing, prioritising workloads and ensuring tasks are completed on time.

## Personal Attributes:

- Willingness to learn
- Good planner
- Reliable, tolerant, empathetic, team player with a positive outlook.
- Ability to make a positive and significant contribution to the output of the Engineering team.
- Can easily make a transition into new teams.
- Demonstrate flexibility, enthusiasm and willingness to deliver results.

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## **Additional Requirements:**

- Disclosure Check
- Flexibility to work overtime as business needs require.
- Full UK Driving Licence

## **What We Offer**

- Competitive Salary
- Employer contributed pension scheme
- Employee Assistance Programme with 24 hours telephone and online access
- Company van and fuel card for business use
- 29 days annual leave (Inc. statutory bank holidays and Christmas and New Year Closure!)
- Sureserve Group Academy programme that acknowledges the success of our trainees and apprentices
- Sureserve Group Legends scheme, with a reward for the ultimate legend!
- Employee engagement events to bring together colleagues and families e.g. Everwarm Family Fun Day, Summer BBQ, Christmas Night out!
- Access to Flexible Benefits Scheme (including buy holidays, discount to retailers, bike to work scheme, Healthshield care plan, and many more).
- Work for PLC Company with option to join share save scheme.