

<b>Title</b>  <b>Site Technician</b>	<b>Oakhurst Childrens Home</b> <b>CFCS</b> <b>Access to Resources</b>	<b>Post Ref.</b>
<b>Job Purpose</b> To undertake driving duties and to assist in ensuring all health and safety requirements are met and the buildings and grounds are in good repair and are well presented.		
<b>Key Responsibilities</b>  <ol style="list-style-type: none"> <li>1. To maintain and preserve the gardens, grounds and pathways in good condition and to plan out flower beds and shrubberies for the benefit of the residents.</li> <li>2. To carry out horticultural operations as may be required from time to time e.g. planting, pruning and seeding.</li> <li>3. To maintain equipment used in the gardens in good working order.</li> <li>4. To control the Central Heating System to maintain the required temperatures and to keep in clean and tidy condition.</li> <li>5. To carry and store deliveries to the Home of provisions, supplies and equipment as necessary</li> <li>6. To assist in the cleaning of internal windows, walls and ceilings as required</li> <li>7. To disinfect and keep clean condition, wastes, drains and other installations on a regular basis</li> <li>8. To maintain in good working order all lighting points in the Home i.e. replacement of light bulbs etc.</li> <li>9. To undertake routine weekly maintenance of the Home's vehicles and advise the authorised officer of fuel requirements</li> </ol>	<b>Key Accountabilities</b>  You will be accountable to the Registered Care Manager of the Childrens Home.	

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| <ol style="list-style-type: none"><li>10. To drive the vehicles as requested outside and inside normal working hours to hospital appointments, GP appointments, daily activities, holidays and youth group activities</li><li>11. To undertake maintenance repairs to the building including decorating</li><li>12. To undertake all safety checks such as fire safety and water monitoring as required and record appropriately</li><li>13. To dispose of all waste and disposable materials as necessary</li></ol> |  |
| <b>The post holder will perform any duty or task that is appropriate for the role described</b>  |  |

<b>Person Specification</b>	
<p><b>Education and Knowledge</b></p> <p><b>Education and Knowledge</b></p> <ol style="list-style-type: none"> <li>1. Driving License</li> <li>2. Some knowledge of heating, gas and electrical systems</li> <li>3. Some knowledge of Health and Safety policies and procedures</li> <li>4. Some knowledge of fire safety policies and procedures</li> <li>5. An understanding of Equal Opportunities and a commitment to the County Council's Policy</li> </ol>	<p><b>Personal skills and general competencies</b></p> <ol style="list-style-type: none"> <li>1. Puts into practice the Council's commitment to excellent customer care.</li> <li>2. Works efficiently and effectively and actively looks for ways of improving services and outcomes for customers.</li> <li>3. Works well with colleagues but also able to work on their own initiative.</li> <li>4. Shares the Council's commitment to providing a safe environment for customers and staff and also treating all with respect and consideration</li> </ol>
<p><b>Experience</b></p> <p>Experience in building and grounds maintenance</p>	

Date 16.11.17