

<b>Role title</b>	Joiner
<b>Department</b>	Operations
<b>Business unit or function</b>	England & Wales Hire
<b>Role reports to</b>	Service Manager/Supervisor
<b>Roles managed</b>	N/A

### Purpose of the role

Refurbish and fit out the complete range of Portakabin buildings to the highest possible standards, specialising in the area of joinery.

### Accountabilities of the role

- Interpret designs and carry out joinery tasks ensuring all buildings are fitted out correctly as per the drawings/specifications.
- Conduct fault finding and rectifications of existing joinery installations and buildings, internally and externally, both on and off site.
- Be thorough in the separation and segregation of waste to meet environmental requirements.
- Maintain tools and equipment in order to maximise their use and prolonged life.
- Assist in the movement of vehicles and buildings in and out of the yard and report any damages to buildings.
- Assist where required in the general fitting out and refurbishment of Portakabin buildings both on and off site.
- Undertake the installation/dismantling of all buildings as part of a site team.
- Develop sound customer relationships through effective communication to provide excellent levels of customer service.
- Work effectively as part of a team with all internal customers to ensure timescales for completing work are achieved and quality standards reached.
- Recommend as applicable, changes to systems and practices to achieve increased efficiency.
- Ensure compliance with all legislation, codes of practice, industry guidelines and/or Company Procedures/Policies relating to Health and Safety, inclusive of COSHH. Whilst also ensuring that any direct working areas and the hire centre is maintained to a safe and orderly standard.
- Ensure already used fittings and materials are utilised as a priority without compromising quality.

## Competencies, Skills, Qualifications & Experience

**Essential** attributes are the minimum requirement for a role holder. Without these attributes, the role could not be performed. **Desirable** attributes would enable the candidate to perform more effectively, but they are not critical to the role.

Competency, Technical Skill or Knowledge	Essential	Desirable
Establishes good relationships with customers and staff, building effective networks	X	
Follows procedures and policies	X	
Applies specialist and detailed technical knowledge	X	
Produces workable solutions to a range of problems	X	
Adapts interpersonal style to suit different people or situations		X
Listens, consults others and communicates proactively		X
Qualifications	Essential	Desirable
Recognised Joinery Apprenticeship Scheme / Indentures & City & Guilds Craft <b>or</b> Advanced Craft in Carpentry & Joinery or NVQ Level 3 in Carpentry and Joinery	X	
GCSE Maths and English at Grade 4 or above (or equivalent grade).	X	
Full UK Driving License		X
Forklift truck license		X
Appropriate H&S qualification		X
Previous Experience	Essential	Desirable
Good organisation & planning skills	X	
Strong operational experience related to trade/role	X	
Experience gained within construction/related industry		X
Experience of dismountable partition system		X
Multi trade awareness		X

## Organisation Chart

