



SANDOWN TOWN COUNCIL

# Vacancy

## CARETAKER ROLE

25 hours per week

NJC SCP6 £21,968 pro-rated (£10.42 ph)

Duties including:

- Cleaning minor repairs services (including basic plumbing and painting), on both a planned and responsive basis.
- Overseeing external contractors.
- Cleaning and clearing communal areas including litter picking.
- Gardening
- Testing fire alarms
- Ensuring adherence to health and safety and escalating concerns and defects where required.
- Open and Closing centre

Experience:

- Previous experience within a similar role
- Good general property maintenance skills
- Ability to manage and prioritise own workload.
- Knowledge of fire safety and an sound understanding of health and safety.
- Must have excellent communication and customer service skills.

The closing date for applications is noon 14 July 2023.

**A CV with a covering letter should be sent to:**

**Email:** [clerks@sandowntowncouncil.gov.uk](mailto:clerks@sandowntowncouncil.gov.uk)