

# The Royal Alexandra and Albert School

## Estates Plumber Job Description



**Job Title:** Estates Plumber

**Contract type:** Fixed Term Contract

**Reporting to:** Estates Team Leaders

### The Role

To be a key part of a supportive, motivated, and skilled team who ensure the school estate is maintained and enhanced, for the benefit of the school and wider community.

### Key Responsibilities

- Installing, maintaining, modifying and repairing the plumbing systems around the school site, including boarding houses and residential accommodation
- Be the primary point of contact for the school ground and air source project, ensuring maintenance programs are followed and issues are resolved.
- To monitor information from the solar and other sustainable energy systems and identify trends of excess usage and plans to mitigate them
- To continuously strive for more energy and environmentally efficient solutions
- Supervising ongoing plumbing installations and providing technical expertise
- Take responsibility and undertake suitable training to keep up to date with legislation and maintain competency to carry out role
- Undertaking plumbing tasks predominantly, but additional skills such as patch plastering, tiling, and carpentry repair work would be advantageous
- Typical tasks may include anything from broken taps, leaking pipes, drainage unblocks and kitchen and bathroom installations, to repair work to boiler upgrades/installations, heating systems, and unvented cylinder installations.
- Advising the School and Foundations management on maintenance and replacement of plumbing solutions
- To work as part of the Estates team that manage circa 300 reactive maintenance tickets per month and maintain accurate record on the school's ticket and compliance software.
- Understand the value of preventative maintenance in terms of maintaining the running of the school and preventing unnecessary expenditure.
- Understand the importance of completing actions from risk assessments including fire, water and more specialist risk assessments.



Ambition



Courage



Integrity



Respect

### **Additional Duties**

- The Estates Team operate an 'On-call' out of hours rota for additional remuneration which there may be an opportunity to join.
- The last week of the school's summer holiday is compulsory to work.
- Gatton Trust's Fair and the school's Founders Day are also both compulsory workdays.

The above job description is not a comprehensive listing of activities, duties and responsibilities and the post holder will be expected to undertake other duties within the general scope of the post.

### **Other**

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality, reporting all concerns to an appropriate person.
- To contribute to the overall ethos and aims of the School.
- The postholder will demonstrate a commitment to maintaining confidentiality, promoting the ethos of the school and upholding the key values of Ambition, Courage, Integrity and Respect in all aspects of the role. These are the foundation upon which (a) we conduct our work and (b) conduct ourselves both internally and externally with stakeholders. All employees are expected to demonstrate these values in their interactions with others and through their day-to-day responsibilities.



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## Person Specification:

| Criteria                 | Essential   | Desirable   |
|--------------------------|---|---|
| Qualifications           | <ul style="list-style-type: none"> <li>Qualified to an NVQ 2 level in Plumbing or able to demonstrate the level of skills and experience required to be successful in the role</li> </ul>   |   |
| Experience and knowledge | <ul style="list-style-type: none"> <li>Experience in domestic plumbing as well as experience in completing other trade work within residential settings e.g. carpentry, tiling</li> <li>Experience in working and monitoring ground and air source heat pumps and other sustainable energy systems</li> <li>A good understanding of Health and Safety in either an education, maintenance, or construction environment</li> <li>An understanding of how to source and manage external support from contractors and specialists</li> </ul>   | <ul style="list-style-type: none"> <li>Experience of working in an educational setting</li> </ul> |
| Personal                 | <ul style="list-style-type: none"> <li>Ability to work professionally and considerately in a range of environments, including boarding houses and staff accommodation</li> <li>Motivated in your approach to work, and able to work to individual output targets</li> <li>Be calm under pressure</li> <li>A team player, but self-motivated when undertaking tasks alone</li> <li>Strong attention to detail</li> <li>An excellent communicator, including being able to reassure and support staff across the organisation facing difficult challenges</li> <li>An ambition to help create a best-in-class Estates Team</li> <li>Keen to become part of a supportive, collaborative group of likeminded professionals</li> <li>Possession of a full current UK Driving licence, as will have use of a company vehicle</li> </ul> |   |

The Royal Alexandra and Albert School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post if successful, including an Enhanced DBS check. Staff must be aware of and comply with policies and procedures relating to child protection, health and safety regulations, security and confidentiality, reporting all concerns as appropriate. This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.



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