



## **Decorator / Painter Full Time**

Epsom College is a co-educational day and boarding school with approximately 1150 pupils aged 11 - 18. The College is located approximately one mile from Epsom town, below the Epsom Downs, in fine buildings set in a beautiful tree filled estate of some 85 acres. Originally founded by The Royal Medical Benevolent Foundation, today the College strives to develop the individual talents of every girl and boy. Pupils are prepared for life beyond the College with an assured set of values and with the belief that they can make a difference in society. Highest standards of excellence in academic work and Co-Curricular activities are expected; however, equally valued is the development of the pupils into independent responsible adults who leave the College with the confidence and desire to contribute positively to society.

### **The Post**

To maintain, repair and refurbish the internal and external fabric of school owned buildings to a high decorative standard, ensuring safe, compliant, and efficient delivery across a live school environment.

### **Accountabilities**

On a day-to-day basis accountable to the Estates Operations Manager.

### **Key responsibilities:**

#### **Painting & Decorating**

- Prepare all substrates (filling, sanding, burning/chemical stripping) and apply paints, varnishes, wallcoverings and other proprietary finishes to a high standard, internally and externally, including at height.
- Undertake “making good” to ceilings, walls, woodwork and finishes to achieve quality outcomes; complete basic plaster and carpentry repairs as needed (incl. Artex repairs where required).
- Plan and organise daily workload; identify materials/parts for ordering and ensure timely completion to agreed standards and deadlines.

#### **Glazing & Minor Works**

- Carry out small glazing repairs/replacements and minor fabric works associated with decorations (excluding electrical items).

#### **Collaboration & Communication**

- Work effectively as part of a multi-trade team; assist other trades and liaise with contractors/consultants to deliver refurbishments and planned works.
- Provide progress updates/close-out to line manager; adapt to changing priorities across the academic year (exams, lettings, term time).

#### **Health, Safety & Compliance**

- Follow all relevant H&S legislation, risk assessments, method statements and school procedures; use PPE and safe systems of work at all times (including work at height/limited access areas).
- Proactively identify and report H&S issues during site visits; keep required records and permits.

## **Continuous Improvement**

- Select appropriate products/systems for durability and compliance; pursue training to keep skills current.

## **Other duties**

- The postholder will be expected to participate in the life of the College and contribute to any other tasks aligned to the level of the role as determined by the COO.

**Epsom College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment including regular training attendance.**

## **Skills, Experience and Qualifications**

The successful candidate will have:

### **Qualifications & Checks (Essential)**

- Time-served or City & Guilds/NVQ Level 2 (or equivalent) in Painting & Decorating.
- Valid UK driving licence.
- Eligibility to work in the UK.

### **Experience (Essential)**

- Proven interior and exterior decorating in maintenance/refurbishment environments, delivering high-quality finishes to deadline.
- Experience of “making good”, small fabric repairs (basic plaster/carpentry), and minor glazing repairs.
- Safe working at height and in restricted access areas; strong awareness of H&S and manual handling.
- Have an appreciation and commitment to safeguarding protocols within a school environment.

### **Experience (Desirable)**

- Work within historic/heritage buildings; use of RAMS and permit systems.

### **Skills & Attributes**

- Excellent preparation/detail standards; ability to work independently and as part of a team in a busy, multi-trade department.
- Good communication and customer focus; organised, adaptable, and able to prioritise multiple tasks.
- Physically fit to meet the role’s demands, including work at height and across a large campus.

### **Terms and Conditions:**

- **Hours:** The times of working to be 8.30 am – 5.00 pm Monday to Friday.
- **Salary:** Salary for the post will be £31,128 depending on the knowledge and experience of the successful candidate. Salaries are reviewed annually with any increases effective 1<sup>st</sup> September.
- **Holidays:** Due to the nature of the academic year, this position may be required to take annual leave during term time only, and not during peak school holiday periods. Entitlement will be 28 days per annum, inclusive of bank holidays. This entitlement rises by one day per year up to a maximum of 33 days per annum inclusive of bank holidays.
- **Pension:** The College operates the Epsom College Automatic Enrolment Scheme. The Scheme is administered by the Pensions Trust. Eligibility is based on statutory criteria. If eligible, the Employee will be required to contribute a minimum of 5% of basic salary and the College will contribute 4% in compliance with current legislation.

- **Employee Benefits include:**

- **Life Assurance:** Members who are automatically enrolled or who choose to opt into the College Pension Scheme will be provided with life assurance cover at two x contractual annual basic salary at no cost to them;
- **School Fee Discount:** Generous school fee discount available subject to qualifying conditions;
- **Health Care Plan:** Private health care plan offered to staff subject to qualifying conditions;
- **Employee Assistance Plan:** Offered to staff including counselling;
- **Dining Facilities and Refreshments:** Whilst at work meals and refreshments are available when the dining room is open at no cost;
- **Health Fitness and Wellbeing:** Free use of Fitness suite and swimming pool are available to staff at certain times;
- **Cycle to Work/Parking:** The College offers a cycle to work loan scheme subject to a qualifying period. Free car parking for staff is available on campus;
- **Computer Loan:** The College offers a computer loan scheme subject to qualifying conditions.

Offer of Post: The post will be offered subject to receipt of satisfactory written references, pre-placement medical assessment, proof of appropriate qualifications, a check of online search engines and websites of publicly available information that does not identify the candidate as potentially unsuitable to work within a school setting, a satisfactory Enhanced Disclosure from the Disclosure and Barring Service and overseas police check if appropriate, as well as confirmation that the successful candidate is able to work in the UK. Prior to interview, an online search of internet search engines, websites and other publicly available and accessible platforms to ascertain applicant's suitability to work within a school environment will be undertaken on candidates that have been shortlisted. Please note whilst the Enhanced DBS check will be paid by the College if an overseas police check is required it will be at the cost of the successful applicant.

### **Method of Application**

Candidates to complete an application form which can be downloaded via our website [www.epsomcollege.org.uk](http://www.epsomcollege.org.uk)  
To comply with safeguarding procedures when working in a school, CVs will not be accepted. Applicants should refer to the Recruitment, Selection and Disclosure policy on the College website.

Applications will be assessed in order of receipt and interviews, and appointment may occur at any stage after applications are received. Please apply as soon as possible.

**Closing date for receipt of applications:** 2<sup>nd</sup> January 2026.

**Initial Interviews will be held from 12<sup>th</sup> January 2026.**