

Job title:	Electrician
Directorate:	Home Care- Commercial services
Date written:	07/12/2020
Band:	N/A
Job code:	6006

### Purpose of job

- Complete repairs to ensure that our properties are maintained to a high standard.
- Carry out electrical installation service and responsive maintenance work in a safe and efficient manner and completing electrical Inspection and testing of our portfolio.
- There may well be a need in our Planned working which involves the delivery of complete electrical works to occupied or non-occupied properties, including bathroom, kitchen works, and full property rewires.

### Key duties and responsibilities

- Responsive working - day to day repairs on electrical installations at Abri properties.
- Liaise with customers and other staff, as appropriate, to ensure all relevant individuals are aware of progress and action taken. In more complex cases to refer the matter to a senior member of staff to identify the necessary remedial action.
- Provide a high-quality service to Abri customers and maintain a good customer relationship acting as ambassadors for Abri.
- Ensure at all times works comply with relevant health and safety legislation, policies and procedures in accordance with the BS7671 the performance of the duties of the post, to include appropriate use of equipment, PPE.
- Deliver electrical planned or responsive works, repair works on time within given priorities and strive for repairs to be a first-time fix.
- Cover out of hours emergency call out in accordance with the departmental rota to attend to emergencies out of hours when required.

- Complete and maintain paperwork and records accurately in accordance with Abri policies and procedures following the industry standards and requirements.
- The ability to plan and prioritise using a handheld electronic devices effective time management and good customer care skills.
- Set out jobs from drawings and specifications to establish the requirements of the project and requisition the necessary installation materials and ensure compliance and test systems.
- Maintain the company vehicle in good condition, carry out regular vehicle safety checks reporting any defects promptly to the Fleet manager.
- Be part of the team with interaction with other trades/teams when required ensuring that customers receive an excellent service.
- Undergo any training needed to widen your skill level when required.
- Support and assist with the training of apprentices and trainees as required.

#### **Knowledge, skills and experience required**

- Previously a registered apprentice or undergone some equivalent method training and have had adequate practical training in electrical installation work.
- Must have obtained Achievement Measurement 2 and a qualified Electrician with relevant experience in social housing
- Qualifications to include City & Guilds 2391, City & Guilds 2360 Parts 1 and 2 or 2351 or 2330 levels 2 and 3 or approved equivalent or NVQ level 3 in Electrical Installation Work or approved equivalent
- Not essential but desirable to have achieved or are in the process in achieving their City & Guilds 2394 or 2395 in initial verification, certification, periodic inspection & testing of electrical installations or approved equivalent
- Demonstrates practical knowledge and competence working as an electrician in the current edition of BS:7671 and inspection, testing and commissioning of installations
- Full Driving licence and ability to travel in a timely and efficient manner to attend customers properties, frequently located in areas not covered by public transport, Ability to undertake physically demanding work.
- Demonstrates our Values and Behaviours.