



Role Profile and Person Specification

Maintenance Operative

Responsible to:	Facilities Manager
Responsible for:	N/A
Location:	Dorset
Grade	Grade 7

Context

Care Dorset's vision is "A world where people can thrive". This vision conveys our ambition to have a society in which individuals have the conditions, opportunities, and support to lead fulfilling, successful and meaningful lives. We have an ambitious five-year strategy focused on working towards achieving this vision.

Care Dorset launched in October 2022 as a new provider supporting adults across a range of support models and in different settings including reablement, day opportunities, supported living, extra care as well as residential care. We are a local authority trading company, wholly owned by Dorset Council, with strong ambitions to innovate and transform our existing services to deliver better outcomes for people as well as growing commercially.

We are passionate about not only providing the highest quality of support, but in also providing rewarding and meaningful career opportunities to our colleagues.

The role

We're looking for a proactive, hands-on Maintenance Operative with experience in general building maintenance to join our Property team and help keep our services running smoothly. If you enjoy working independently, travelling between sites, and taking pride in creating safe, well-maintained environments for the people we support this role could be an ideal fit.

Key responsibilities

List of key day-to-day responsibilities of the role:

- Carrying out a wide range of planned and reactive maintenance tasks including general plumbing, joinery, decoration, minor electrical work and ad-hoc repairs
- Completing fire door inspections, legionella and compliance checks to ensure our services meet legal standards
- Using our repairs management system to log, update and complete maintenance tasks

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- Managing your workload independently and ensuring work is completed within agreed SLAs
- Ensuring van stock, materials and equipment are well-managed and cost-effective
- Travelling between services and liaising with managers and property team to ensure repairs are carried out in an efficient and timely manner
- Ensuring all work is completed safely, efficiently, and to a high standard
- Managing your workload independently while collaborating with the wider team
- Maintaining professionalism and attention to detail on every job

This role profile is not exhaustive and reflects the type and range of tasks, responsibilities and outcomes associated with the role.

What Benefits Will I Receive

- Generous Annual leave entitlement - starting at 27 days, rising to 31 after 5 years (exc. Bank holidays)
- Enhanced Maternity Pay
- Occupational Sick pay entitlement from day one
- Funded Blue Light discount package (superb discounts on travel, leisure, entertainment and more)
- Access to Employee Assistance Programme
- Comprehensive induction
- Excellent training & development opportunities supporting career progression.
- Access to Litmos online learning platform – our one stop shop for learning & development
- Refer a Friend Bonus - up to £300 per person you refer (Uncapped and paid on successful appointment)
- Celebrated success through annual awards ceremony

Person specification

Must haves

Experience and Qualifications

- Previous experience in a similar role within a care home or similar environment.
- Full UK Driving Licence (essential)

Skills, abilities and knowledge

- General multi-trade skills (e.g. Decorating, plumbing, joinery, basic electrical tasks)
- Have a good understanding of compliance, Health & Safety, and safe working practices
- Strong communication and problem-solving skills
- A positive, “can do” attitude and the ability to work under pressure
- A proactive, reliable approach with a strong eye for detail
- Flexibility and confidence to take on varied tasks across multiple trades
- Excellent time management

Good to have (desirable not essential)

Experience and qualifications

- City & Guilds 2391 (Electrical Safety)
- Plumbing & Heating NVQ Level 2+
- Joinery NVQ Level 2+
- Legionella Awareness Certificate