

Job Description

Job Title: Maintenance Apprentice

Reporting to: Buildings Maintenance Manager

Job purpose: Our Vision is to make every day the best day possible for patients, and those closest to them, living with life-limiting illnesses in South Devon. As Maintenance Apprentice you will deliver this by participating in the maintenance of the fabric and structure of all the Hospice buildings (including our retail outlets), as well as contributing to various on-going grounds maintenance work.

Our Values:

Honesty & Integrity Generosity of Spirit Respect Team Player

Key Roles and Responsibilities

1. 2 Year Apprenticeship.
2. Attend College for one day per week and work four days.
3. Learn a wide range of property maintenance skills as well as health and safety.
4. Carry out repairs to the fabric of a building, e.g. repairs to walls, doors, doorframes, skirting boards or plaster damage to internal walls.
5. Understand and maintain plumbing and drainage systems e.g. WC systems, leaking taps and unblocking drains.
6. Understand and maintain electrical distribution, safe repair of electrical installation to legal requirements e.g. replacing damaged sockets, plugs, lights and fuses.
7. Understand and maintain plant, safety systems and equipment.
8. Understand and maintain grounds and external fabrication of a building, such as drainage and guttering.
9. Understand and demonstrate the safe use of hand tools e.g. screwdrivers, power drills, pliers, paper strippers and a variety of other tools used in plumbing and carpentry.
10. Carry out repairs and reactive maintenance.
11. Assist with the collection of patient medication from the hospital, and undertake the collection of patients notes and medication equipment.
12. Take reasonable care for your own safety and the safety of others. Adhere to all Health & Safety requirements, including Covid-19 secure processes and procedures.



13. Promote a culture of continuous learning and development and wellbeing. Identify your own learning and development needs and ensure your mandatory and essential training is up to date. Help to create an environment that is continually critically questioning practice and promoting learning.

This list can never be exhaustive but covers most of the work you'll be doing - always with talent, initiative and a commitment to great customer service.

Infection Prevention

All Rowcroft Hospice employees in both clinical and non-clinical roles are required to adhere to the Infection Prevention and Control Policies and make every effort to maintain high standards of infection control at all times to reduce the burden of Healthcare Associated Infections including MRSA.

You agree to the following responsibilities:

- To decontaminate your hands prior to and after direct patient care or contact with the patient's surroundings;
- To take part in mandatory infection control training provided;
- To responsibly manage your own infections (other than common colds and illness) that may be transmittable to patients, including to contact Occupational Health for guidance.

Place of Work

This role has been identified as an on-site worker (works at a Rowcroft site for the majority of their working time).

This will be fully discussed and agreed with the postholder to meet individual and business needs.

PERSON SPECIFICATION Maintenance Apprentice

Attributes	Essential	Desirable
Qualifications and Training	<ul style="list-style-type: none">• A good standard of general education• Current UK driving licence	<ul style="list-style-type: none">• General maintenance experience
Knowledge and Skills	<ul style="list-style-type: none">• Meet requirements of Property Maintenance Operative Apprenticeship Level 2• Good interpersonal, communication skills	<ul style="list-style-type: none">• Basic computer skills
Experience	<ul style="list-style-type: none">• Meet requirements of Property Maintenance Operative Apprenticeship Level 2.	
Personal Requirements	<ul style="list-style-type: none">• A desire to be part of a committed team in line with the ethics and values of Rowcroft Hospice.• A willingness to learn.	<ul style="list-style-type: none">• Willing and able to volunteer for at least one Rowcroft event each year.

