

# BLLENHEIM

## JOB DESCRIPTION

**Job Title:** Maintenance Operative (Fixed Term)  
**Department:** Maintenance  
**Reports to:** Estate Maintenance & Conservation Manager  
**Staff reporting to this post:** None

**Summary of role:** Working a Monday to Friday week rota, reporting directly into the Estate's Maintenance Manager, the Maintenance Operative will help support the Maintenance team in the provision of general repairs and decorating.

**Tasks & Responsibilities:**

- To carry out general painting and decorating duties.
- To carry out general maintenance tasks across the Estate
- Basic cleaning of the historic fabric
- Responding to the maintenance needs of guests in the Park
- Help with day to day duties working alongside the existing team.

**Skills & Knowledge:**

- Manual handling
- Customer facing environment
- Excellent communication skills
- Painting and decorating
- Knowledge of health and safety in the workplace
- Numerate

**Experience:**

- No previous experience required
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**Person Specification:**

- Ability to work on their own with minimal supervision
- Set and maintain very high standards of delivery – attention to detail essential
- Driven to complete tasks above expectations
- Flexible/adaptable “can do” approach to work
- Friendly and approachable manner
- Proactive approach to work
- Able to work in a demanding and busy area
- Relishes a new challenge everyday