

DARLINGTON BOROUGH COUNCIL
ECONOMIC GROWTH AND NEIGHBOURHOOD SERVICES
JOB DESCRIPTION

<u>POST TITLE :</u>	Gas Fitter
<u>GRADE :</u>	Craft 1
<u>REPORTING RELATIONSHIP</u>	The post holder will report to the Supervisor/Manager
<u>JOB PURPOSE :</u>	To carry out Gas servicing and repairs, plumbing and mechanical installations, and maintenance and repair work of schools, public buildings and domestic dwellings.
<u>POST NO.</u>	D10283
<u>PDR COMPETENCY FRAMEWORK</u>	Level 1, Expected Competencies for all employees

MAIN DUTIES/RESPONSIBILITIES

1. Carry out installation and maintenance work in accordance with job instructions/specifications, and all current legislation.
2. Ensure that a high standard of workmanship is maintained in accordance with the Quality Assurance system ISO 9002 and current works specification.
3. To work in conjunction with the department's flexible shift patterns and to participate on the gas repairs call out system as and when required.
4. Understand and comply with Health & Safety legislation, practices and procedures with particular regard to installing and maintaining electro-technical systems and equipment.
5. Understand and comply with environmental legislation working practices and principles of environmental technology systems.
6. Interpret and comply with drawings, schedules and specifications.
7. Attend briefings when required for safety and policy issues.
8. Maintain all plant and equipment used in good order.
9. Be aware and comply with current legislative requirements relating to the construction workplace.
10. Maintain a clean and tidy work environment.
11. Comply with risk and method statements and other relevant Health & Safety assessments appropriate to the work.

12. Comply with Darlington Borough Council policy and arrangements in respect of use of Council owned/leased vehicles including maintaining in a clean and tidy condition.
13. Comply with Darlington Borough Council Quality & Environmental policies to ensure BSEN ISO 9001/14001 system requirements are continuously met.
14. Assist supervisors/managers in procuring appropriate materials for the work and on delivery ensure appropriate safe storage, stacking and handling.
15. Ensure that you work in line with all the Council's policies and procedures and ensure that you are aware of your obligations under these.
16. Behave according to the Employees' Code of Conduct and ensure that you are aware of your obligations and responsibilities re: conflicts of interest, gifts, hospitality and other matters covered by the Code.
17. Carry out your role in line with the Council's Equality agenda.
18. To comply with health and safety policies, organisational statements and procedures, report any incidents / accidents/ hazards and take a pro-active approach to health and safety matters in order to protect yourself and others.
19. Any other duties of a similar nature related to this post that may be required from time-to-time.
20. This post is deemed to be a 'Customer Facing' role in line with the definition of the Code of Practice on the English language requirement for public sector workers.

Darlington Borough Council and schools within the Borough are committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

This post is subject to an Enhanced Disclosure. The successful applicant will be subject to the relevant vetting checks before an offer of appointment is confirmed. Following appointment the employee will be subject to rechecking as required from time to time by the Council.

Date: September 2018

DARLINGTON BOROUGH COUNCIL**PERSON SPECIFICATION****ECONOMIC GROWTH AND NEIGHBOURHOOD SERVICES****GAS FITTER****POST NO. D10283**

All appointments are subject to satisfactory references.

Criteria No.	Attribute	Essential (E)	Desirable (D)
	Qualifications & Education		
1	Time served Gas/Plumber/Heating Engineer: City and Guilds or equivalent	E	
2	Qualified to ACS certification	E	
	Experience & Knowledge		
3	Ability to comply with water regulations	E	
4	Ability to comply with Council's Health & Safety Procedures	E	
5	Approximately 3 years experience working on housing or commercial projects	E	
6	Experience of central heating installation and site related work		D
7	Experience in legionella monitoring and legislation		D
	Skills		
8	Ability to produce a high standard of workmanship	E	
9	Ability to communicate effectively both verbally and in writing	E	
10	Other service trade associated skills		D
11	Specialist equipment use gas servicing test equipment	E	
	Personal Attributes		
12	Ability to be on time for all duties	E	
13	Ability to work successfully as part of a team	E	
14	Ability to carry out the physical requirements of the post	E	
15	Team player	E	
16	Application of safe working practices	E	
17	Self-motivated to provide the highest level of service	E	
	Special Requirements		
18	Reliable, with a flexible approach to working arrangements	E	
19	The successful candidate will be expected to wear the uniform provided	E	
20	Willing to join an on-call rota as required	E	
21	Be able to multi-task across a variety of trade discipline	E	
22	The successful candidate must hold a current driving licence to enable them to undertake the driving duties of the post	E	
23	The ability to communicate at ease with customers and provide advice in accurate spoken English	E	