

Carpenter /Cabinet Maker

OVERALL PURPOSE OF THE POSITION

The Carpenter/Cabinet Maker is a key member of the Maintenance Team who are responsible for ensuring the effective management and maintenance of the School's facilities to best practice industry standard in order to provide first class and well-managed facilities for students and staff.

PRIMARY DUTIES & RESPONSIBILITIES

- Responsible for the repairs and maintenance for designated departments and buildings. Work closely with the Heads of Department and the occupants of the allocated areas.
- Carry out work raised from an internal work request system as allocated by the Maintenance Team Leader. These requests will relate to area of responsibility.
- Work collaboratively with contractors where tasks are required to be outsourced
- Some work will be non-trade work; eg set-up and clear up after functions, set-up desks and chairs for



Human Resources

Breaches to a staff member's responsibilities and/or authority will be managed through the School's Disciplinary Management Procedures. This defined accountability is underpinned by the Barker College Staff Code of Professional Practice, Complaints and Performance Management procedures.