ROLE PROFILE – Roofer Mate

**DEPARTMENT: Fareham**

**LOCATION: Fareham**

**HOURS: 40 hours**

**SALARY: £24,000 to £26,000 per annum**

**Benefits:** **23 Days Holiday rising with length of service**

**Pension, Life Assurance**

**Company Van with Fuel Card**

**WHO YOU REPORT TO: Supervisor**

**SUMMARY OF ROLE**

Mountjoy Ltd is contracted to Fareham Borough Council to provide a maintenance and repair service to void properties and ad-hoc improvements to occupied properties plus day-to-day responsive repairs arising throughout normal working hours and occasionally out of hours.

We are seeking a conscientious and enthusiastic roofers’ mate, to work as part of a roofing team, with a can-do attitude and highly flexible approach to support in the delivery of high-quality roofing repairs and maintenance works to a domestic properties. The individual must maintain a professional appearance and attitude and be always polite and courteous. It is a further requirement that all operatives must pass a DBS Vetting check.

Principle objective is to maintain high client satisfaction through delivery of maintenance and repairs services ensuring a controlled and safe environment whilst working effectively and in a timely manner and balancing constantly changing priorities.

**KEY RESPONSIBILITIES**

* Assist the roofer to carry out roofing repairs and maintenance.
* Set up controlled working area using barriers.
* Assist the roofer to inspect roof defects.
* Assist the roofer to repair and maintain flat, tiled, and slated roofs.
* Ensure that all necessary paperwork is completed and returned promptly.
* Provide excellent service to clients and maintain a good customer relationship as a priority
* Always represent Mountjoy and ensure that customers are completely satisfied.

This is not a list of everything you will do, above all we want you to be flexible and to contribute fully within abilities to enable Mountjoy to achieve its goals so be prepared to do whatever your job requires.

**SKILLS REQUIRED**

* Able to use a smartphone or PDA to communicate effectively, explaining yourself clearly and concisely understanding what information you need or need to provide.
* Understand the need to work to a high standard and assist the roofer with carrying out the work first time.
* Ability of working on roofs, pitched and flat.
* Being able to work quickly and efficiently with the roofer.
* Manual handling.
* Be able to pass and enhanced DBS check.
* Have excellent time keeping ability.

**KNOWLEDGE REQUIRED**

* Have basic knowledge of the materials and methods used in the building and maintenance industry, especially roofing.

**QUALIFICATIONS REQUIRED**

* PASMA / TETRA trained (advantageous)
* Full current driving license
* A DBS check is required before commencing of role

**EXPERIENCE**

* Over 2 years trade experience, ideally in the domestic repairs sector.
* As most of the work will require working at height it is essential that the operative is comfortable with this aspect of the work.