RABY

Job Description

Job Title:	Facilities Maintenance Assistant
Reports to:	Gardens and Landscape Manager
Department:	Leisure and Tourism
Location:	Raby Castle

Purpose of Job

Raby Estates are seeking an experienced maintenance assistant with previous experience of working within Historic Buildings and Gardens open to the public.

Having recently completed an ambitious project to renovate the Historic Grounds and facilities at Raby Castle, we are offering an opportunity to work in one of the most spectacular settings in the North of England. Reporting to the Head of Gardens and Landscapes, you will assist in the care and presentation of the whole site including many listed buildings and the newly developed grounds between them.

Key Responsibilities

- Ensure all Health and Safety procedures are adhered to.
- Maintain a high standard of care and cleanliness to the areas and your jobs.
- Use a wide range of hand and power tools as well as lawnmowers and strimmers.
- Assist our visitors with a warm welcome and guidance.
- Keep our workshop clean and orderly
- Comple Daily pre-opening checklists for safety and quality
- Help out with Litter picking, bin emptying and occasional cleaning duties
- Provide support to other departments across the site

What to expect

- You will work in a public facing position; therefore, you must be confident and courteous in dealing with visitors and equipped to share information about the estate with them.
- You will be expected to be presentable at all times, utilising estate workwear and PPE where required.
- The ability to work flexible hours is a must. Raby is at its busiest during weekends and holiday periods therefore a flexible shift pattern will be required.
- This list is not exhaustive, and you will be required to carry out any other reasonable tasks as required.

Job Requirements

The ideal candidate will have:

- Relevant trade experience on the job and proficiency in DIY
- Attention to detail and high presentational standards.
- Written and verbal communication skills.

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- Customer service skills Basic IT skills.
- Teamworking skills and a collaborative approach to work
- The ability to multitask and prioritise your workload.
- A flexible approach to work with the ability to adapt to a fast-paced, ever-changing environment.
- A keen interest in gardening and historic houses
- You will need a full, clean driving licence.