



EARLEY TOWN COUNCIL VACANCY MAINTENANCE OFFICER

*Do you have experience in general building or carpentry work?
Do you have experience in general plumbing or electrical work?
Would you enjoy working for your local community?
Then this could be the role for you.*

Salary Scale: SPC 8 - 12 per annum (£20,493 - £22,183) (depending upon experience and qualifications) plus Local Government Pension Scheme

The Town Council is seeking to appoint an experienced Maintenance Officer to undertake various duties in relation to the maintenance and upkeep of the Town Council's facilities, including Community Centres, Cemetery, Parks, Sports Facilities and Allotments.

The post holder will also be expected to assist the Grounds Maintenance Team as and when required assisting with grass cutting, strimming and hedge cutting.

The successful applicant will have relevant experience in building maintenance work and previous experience in plumbing, electrical, carpentry work and an understanding of heating systems would be an advantage.

The successful applicant must also be able to demonstrate an understanding of Health & Safety and good working practices.

Due to the nature of this role you will be required to travel between Council sites and will require a Full Clean Driving Licence.

The closing date for receipt of applications is 12 noon, Monday 14th February 2022

*Only completed application forms will be accepted, **please do not send CVs.***

An Application Pack and Application Form are available on our website at:

www.earley-tc.gov.uk

Hard copies are also available for collection at the Council Offices Helpshop.

Interviews will take place week commencing **21st February 2022**

(Interviews will be conducted in person)

For an informal discussion about the post contact Emma Carroll, Deputy Town Clerk, at Earley Town Council, Council Offices, Radstock Lane, Earley, Reading RG6 5UL, telephone 0118 986 8995 or email deputy@earley-tc.gov.uk.

Earley Town Council is committed to Equality of Opportunity and actively welcomes applications from all sections of the community.