



Job Description

Facilities Operative

Job Title	Facilities Operative
Location	Ufton Court, Green Lane, Ufton Nervet, Reading, RG7 4HD
Salary	£22,400- £24,000pa
Contract	Full-time
Holiday	25 days
Reporting to	Head Of Operations
Closing date	24 th November 2024 but reviewing on a rolling basis.

About Ufton

At Ufton, we know learning outside the classroom gives children the freedom to flourish.

We run experiential programmes that deep children's knowledge and connection to nature, history and the self. Our team of skilled educators know how to make learning fun and bring out the best in all children, whatever their needs and whoever they are.

We give children a safe space to learn about themselves and see everything in a new light, helping them grow up more confident, curious and capable.

Key Responsibilities

1. Maintenance and Repairs
2. Facility Management
3. Caretaking
4. Grounds Maintenance

Role overview

We are seeking a motivated and skilled Facilities / Maintenance / caretaker person to join our hardworking site team. This role involves maintaining our historic property and supporting our educational and wedding functions. If you have a strong practical aptitude, a trade, excellent problem-solving skills and a passion for working in a dynamic environment, we want to hear from you.

Please note that the responsibilities listed are not exhaustive and this job description may be subject to change as the role evolves over time.



Person Specification

Qualifications and Skills

- Basic knowledge of plumbing, electrical systems, carpentry and general repairs.
- Proficiency in using hand and power tools and with ground care equipment.
- Ability to perform physically demanding tasks, including lifting and carrying heavy objects.
- Comfortable working at heights.
- Strong troubleshooting and problem-solving abilities.
- Proactive approach to identifying and addressing issues.
- Good communication skills.
- Ability to work effectively within a team.
- Knowledge of health and safety regulations and best practices.
- Commitment to maintaining a safe working environment.
- Previous experience in a facilities, maintenance or similar role is preferred but not essential.

Personal Attributes

- Reliable and punctual.
- Strong work ethic and dedication to the role.
- Ability to adapt to changing priorities and demands and thrives in a busy, playful environment.
- Willingness to undertake a variety of tasks as needed.
- Collaborative and supportive approach to working with colleagues.
- Positive attitude and willingness to contribute to the overall success of the team.
- Kind and caring towards animals and children

Experience

Maintenance – 2 years (required)

Licence/ Certification – Driving Licence (required)

Benefits

- Company pension
- Free food
- Free parking
- Health & wellbeing programme



Values Alignment

You share our values of agility with consistency, playful and professional, acting today for tomorrow, and the belief that curiosity leads to excellence.

We are based in a glorious rural location but that does mean you'll need access to your own transport. Whilst on site you'll have lunch provided and there is usually homemade cake around.

To apply, please submit your CV and a cover letter outlining your suitability for the role and how you align with Ufton's values to recruitment@ufton.org.uk.

We will only consider applications that provide a covering letter.

Closing date: 11.59 pm on Sunday 24th November 2024

We are keen to have someone in place soon so are interviewing candidates on a rolling basis so do apply early.

Ufton is an equal opportunities employer and welcomes applications from all suitably qualified candidates, especially those from underrepresented communities. All offers of employment are subject to a satisfactory completed enhanced DBS (The Disclosure and Baring Service) check and at least three references.

We work in a rural setting so you will need access to your own transport.

