|  |  |  |
| --- | --- | --- |
| **Department:** | Maintenance | |
| **Location:** | Doddington Road, Lincoln LN6 3RA | |
| **Reports to (Position)** | Site Facilities & Maintenance Manager | |
| **Position type** | Permanent | |
| **Grade** | Grade 7 - £24,332 per annum. Plus shift premium. | |
| **Shift** | Permanent B shift - (see hours of work for details) – 37 hours a week | |
| **Position Description; Scope of the role;** | | |
| As a General Labourer within the maintenance team, it is essential to ensure all machine oil and coolant levels are maintained site wide (daily), and for swarf bins to be emptied in a timely manner along with essential departmental checks. This role is responsible for ensuring smooth running of the shop floor equipment. | | |
| **Supervisory & Line Management Responsibilities** | | |
| Not Applicable | | |
| **Main Responsibilities and Activities** | | |
| Maintenance of the grounds and building  General labouring duties as required (emptying swarf bins, emptying general waste bins internal and external, general grounds maintenance etc)  Topping up machines with coolant & recording daily data  Cleaning out of machines  Stock control of oils  Updating paperwork  General duties  General cleaning/maintenance of site | | |
| **Experience and Qualifications** | | |
| Essential  Fork lift licence  UK Driving licence  Dependable, responsible contributor who’s committed to excellence and success  Good interpersonal skills, (team-worker)  Prepared to follow procedures  Diligent  Computer/tablet literate  Desirable  Ability to work on own initiative | | |
| **Hours of work** | | |
| Overtime available when required  B Shift Monday to Thursday 1:25pm to 9:05pm  20% Premium Friday 12:35pm to 7pm | | |
| **Benefits** | | |
| 25 Days Holiday + Bank Holidays Subsidised Health Care  Personal Accident plan  Uniform  Bike to Work Scheme  Employee Suggestion Scheme | | Company Pension - 5% employer contribution  Subsidised Canteen  On-Site Parking  Long Service Award  Employee Referral Scheme  Death in Service Scheme |