

Job description

Fitter

- Grade: SO2
- Reports to: Fitters supervisor
- Direct reports: None
- Your team: Highways Operational Fitters Team
- Service area: Climate Change and Transport
- Directorate: Climate and Environment

Special requirements of the post

Workstyle: Frontline (Full presence, working in the borough full time)

- Colleagues whose role is delivering frontline services to residents, visitors, businesses and/or other colleagues while present in the borough and activities cannot be done remotely.

Special requirements of the post

This is a safety critical post and will be subject to the council's drug and alcohol policy

This post is subject to the council's declaration of interest procedure

This post is designated as politically restricted

Our mission

Islington is a place rich with diversity and culture. As a council our sense of purpose couldn't be clearer: we serve. It's in the logo. We are committed to challenging inequality in the borough and as one of the largest employers we know that to look after the place and the planet, we have to look after our people. **Together we can change the future.**

To do this, everyone who works at Islington Council lives by a set of values which guide us in everything that we do: collaborative, ambitious, resourceful, and empowering. They spell out 'CARE', which is what we think public service is all about.

Overview of the role

Use this section to write a short description of the role, responsibilities, and impacts. Keep it brief and no more than 100 words.

Key responsibilities

To support and deliver works associated with repairs and maintenance to assets and structures maintained within the council services such as Greenspace, Highways and Traffic, Housing, Public Protection, Street Environment Services and Schools.

To support and carry out work with repairs and maintenance associated with service level agreements or Project works.

To work with Fitter Supervisor and alongside other staff within the team to meet tight deadlines in association with repairs, maintenance, and projects.

To assist and update IT system where required in conjunction with the works.

To assist with the routine cyclic inspections associated with playgrounds and undertake repairs to play equipment and structures.

To assist and carry out repairs and maintenance to equipment and structures within parks and on the Public Highway.

To assist Semiskilled Fitter, assistant Fitter or an apprentice when required and in association with scheduled works directed by the Fitter Supervisors or Fitter Manager in relation to repairs, maintenance, installations, fabrications, designs, metal work, painting, electrical, carpentry and plumbing works.

Duties and Responsibilities:

- To carry out relevant trade duties as instructed and requested by the Fitter/Supervisor and Manager.
- To assist and carry out all repairs and maintenance to standards of excellence.
- To plan and organise workloads to maximise productivity and ensure quality and continued service delivery to the customer. This includes dealing with urgent and emergency repairs and ensuing, as far as practicable, that all appointments and targets are met.
- To provide information to support and assist the Fitters Supervisor with scheduling works as directed by the Manager.
- To assist, manage workloads and share information that supports to colleagues and other team members with the planning and scheduling of work.
- Assist and support information required by the supervisors in relation to any impacts on cost to each job.
- Ensure all data relating to the works is updated on the system each time a job is completed.
- Assist with quotes and estimates for works in order to achieve best value for the Council.
- Support service delivery within specified Construction Projects.

- To assist in the ordering of materials, tools, and equipment required to complete planned, routine Inspections and associated works.
- To use the PDA and systems (or other electronic devices as provided) to undertake the duties of this role.
- To manage staff while on site ensuring a high level of service delivery and ensuring Health & Safety compliance.
- To provide Fitter/Supervisor with feedback on performance of staff.
- To work closely with Highways management and the Direct Service Organisation to deliver and manage the day-to-day repairs to assets and the asset maintenance programme. To work with other internal departments where required for projects.
- To prepare reports, liaise and supply information on works and inspections as required by the Council's insurers and Highways insurance team. To be prepared to attend court to defend liability claims, which are made against the council.
- To work in accordance with, the Council's policies and procedures, risk assessments and safe systems of work, and manufacturers' manuals where applicable. This includes using all plant and equipment provided by LBI in accordance with instructions, procedures and current Health & Safety legislation. To ensure all work areas are kept clean and tidy and within the health and safety guidelines.
- To hold a full Current UK Driving Licence and drive a company vehicle, as and when required and to keep the vehicle clean and tidy and undertake daily vehicle safety checks and to adhere to the LBI Drivers Policy at all times
- Work in adverse weather conditions
- Any additional duties consistent with the grade and level of responsibility of this position, for which the holder possesses the required experience and/or training.

ADDITIONAL:

- Maintaining high levels of personal motivation, attendance and conduct and taking pride in own work and the work of the team
- To take responsibility for promoting and safeguarding the welfare of children and young person's / vulnerable adults who you come into contact with. This includes reporting any concerns you have about someone who is vulnerable to a Team Manager
- To undertake other duties commensurate to the grade of the post, working flexibly to meet the needs of the service.
- To use and assist others in the use of information technology systems to carry out duties in the most efficient and effective manner.
- To achieve agreed service outcomes and outputs, and personal appraisal targets, as agreed by the line manager.
- To undertake training and constructively take part in meetings, supervision, seminars and other events designed to improve communication and assist with the effective development of the post and post holder.

- To carry out duties and responsibilities in accordance with the council's commitment to customer service excellence and ensure compliance with the customer care standards.
- To be committed to the Council's core values of public service, quality, equality and empowerment and to demonstrate this commitment in the way duties are carried out.
- To ensure that duties are undertaken with due regard and compliance with the Data Protection Act and other legislation.
- To carry out duties and responsibilities in accordance with the Council's Health and Safety Policy and relevant Health and Safety legislation.
- At all times to carry out responsibilities/duties within the framework of the Council's Dignity for all Policy. (Equal Opportunities Policy).

Compliance

Ensure adherence to legal, regulatory, and policy requirements under GDPR, Health and Safety, Employee Code of Conduct and in your area of expertise by identifying opportunities and risks, and escalating issues as necessary.

Person specification

Your application form needs to demonstrate how you fulfil the role's requirements. It is essential to address the criteria, as this will be used to evaluate your suitability for the position..

Knowledge, experience, and skills

Point	Criteria description	Essential/desirable
1	Qualification in a relevant discipline	Essential
2	Multi skilled training to a minimum of NVQ3 or equivalent or a willingness to be trained when employed by LBI.	Essential
3	Experience in a relevant service area or workshop.	Essential
4	Experience of supervision of staff, including monitoring performance and motivating staff to maintain required levels of standards.	Essential
5	To deliver high quality trade works in a commercial and public area using a range of portable power tools and equipment.	Essential
6	Demonstrable understanding of safe working practices, including, working at heights, and safe use of ladders, step ladders, mobile towers and machinery associated with the work.	Essential
7	To take pride in your work and actively contribute to the team meetings and the teams targets.	Essential
8	Work effectively under pressure and deliver within tight schedules.	Essential
9	Demonstrable understanding of safe working practices, including, working at heights, and safe use of ladders, step ladders, mobile towers and machinery associated with the work.	Essential
10	The ability to support the management team in delivering staff reviews and using LBI's online systems to complete this.	Essential
11	The ability to use the Personal Device Apparatus (PDA) and any other systems to maintain data which will allow ongoing reviews of service delivery, including budgets and cost effectiveness.	Essential
12	The ability to work effectively as part of a team.	Essential
13	Good communication skills to be able to effectively contribute to and/or deliver verbal or written reports, demonstrations and training sessions.	Essential

14	Ability to demonstrate manual handling of tools and equipment, including the ability to drive a vehicle.	Essential
15	An adequate level of fitness to carry out the duties required, including the manual handling of tools and equipment and driving a vehicle. Reasonable adjustments will be considered if required.	Essential
16	Good client/customer care skills.	Essential
17	The ability to be flexible to support the interests of the service and to respond to new ideas and changes in working practices and procedures.	Essential
18	Ability to work outside of normal office hours which may include the occasional Saturday or Sunday as and when service pressure or emergencies arise.	Essential
19	The ability to work outside in all weathers	Essential
20	Ability to adhere to the Council's Dignity for All policy.	Essential
22	This post requires a clean driving license	Essential
23	This post is subject to the council's policy on pecuniary and personal interest	Essential
24	This post is subject to the council's Alcohol, Drug and Substance Misuse Testing policy	Essential

Our accreditations



Our accreditations include Disability Confident Leader, The Mayor's Good Work Standard, London Living Wage Employer, Stonewall Diversity Champion, and Employer with Heart.