Decorator

Up to £28,802

**Job Title:** Decorator

**Place of work:** Across our stock covering Swansea, Neath & Port Talbot

**Hours of work:** Monday to Friday (40 hours p/w) 1 x permanent and 1 x 12 month fixed term

**Salary:** Up to£28,802

**About Coastal**

At Coastal we’re a team in the truest sense of the word. We value relationships highly, so we invest in them daily. As a result, our workplace culture is open, trusting and respectful. It’s also safe, which we think is critical to encouraging new ideas and approaches.

We employ almost 300 people across south west Wales and we trust every single one of them to know, and do, their work in the way that gets the best results for residents, the local community and the planet.

Coastal’s vision is to provide homes and services that enable our tenants to thrive and the communities we serve to prosper, supported by growing our social business and extending the reach of our homes and services.

This is supported by our digital vision, which is to use technology to support and enable our aims and priorities, and to enhance our services, communication and interaction with customers and businesses across the communities in which we work. In doing this we will endeavour to create opportunities through our digital strategy for customer focus, innovation and sustainability.

From January 2nd 2025 Coastal and RHA will be Beacon Cymru Group Ltd. You can find out more about this merger at <https://www.coastalha.co.uk/merger/>

Our new organisation name, Beacon, was chosen as beacons have illuminated human history as symbols of hope and guidance. They’ve been used by many cultures to communicate across distances as their glow unites people and provides direction. Whether on hills, mountains or coastal cliffs, a beacons enduring presence reflects our shared understanding and our shared purpose

**Job Summary**

This role is for a Decorator to join our highly motivated and successful in-house Decorating Team who are doing such a good job that they currently achieve a 95% customer satisfaction score!

We really care about the people and communities we serve, and we need skilled caring people to help us serve those communities so, we’re looking for someone with the right skills, ability, empathy and initiative to fill this role.

The role will require you over all aspects of painting and decorating from patch repairs and touch ups to full re-dec’s, painting both internally and externally. Much of the work will be in our void properties, decorating them to a high standard to make a house into a home. You will sometimes carry out reactive repairs, attending people’s homes to carry out painting works ensuring high levels of customer satisfaction. There will also be times where you work in our communal areas or carry out external decorating works.

You will be provided with a van and the relevant materials and brushes.

At all times you will adhere to good health and safety practices ensuring the safety of yourself, your colleagues and the people we serve.

You will be responsible for managing your jobs through an app on your company phone and liaising with the Scheduling Team so that jobs can be completed seamlessly.

**To apply for this role the following experience & knowledge is essential**

The successful Decorator will have a high level of skill, knowledge and experience of painting and decorating works and will have the following:

* Previous decorating, wall papering and minor patch plastering experience
* Possess relevant trade qualifications and / or have the experience of carrying out these tasks (NVQ Level 2, etc.)
* Experience of working with the general public and a wide range of client groups
* Experience in working to targets and being able to set them for yourself and other team members

**Core duties**

* Be willing to learn new skills that will contribute to personal development and that will be of benefit to the team and Coastal in general.
* To arrange access and joint visits where necessary if additional contractors are required (i.e. If electricians, gas engineers, rubbish removal, etc. is required as part of the repair work.)
* To ensure any further repairs identified at properties are either undertaken whilst on site, rearranged for alternative dates or reported to the Scheduling Team should other trades or personnel be required.
* To maintain any reporting systems that the Association chooses to operate to monitor repairs, materials and the effectiveness of the service. This may be a computerized IT / PDA system or more traditional written system.
* To ensure correct procedures are followed and paperwork produced for the materials invoicing system.
* To work alongside other tradesmen (both Coastal and external) where two or more people or trades are required to undertake the work. To be willing to provide support and training as necessary where apprentices are used.
* To take the relevant training and tests to ensure your relevant CSCS card (or any other relevant training) is up to date.
* To deputise for other members of the Decorating Team as required by carrying out similar duties across the Group’s housing schemes.
* To attend and participate in team meetings.
* To generally assist the Group's Officers with any tenant consultation or other exercise that encourages tenant participation and involvement.
* To undertake training as required, whether identified by self or others in the Group.
* To comply with Health and Safety regulations and the Group’s working procedures.
* To treat colleagues and clients in a fair and non-discriminatory way.
* To carry out any other duties reasonably requested by the Group.

***This list is not exhaustive and may change to meet the needs of the Group***

To view a full range of benefits while working for Coastal, visit **www.coastalha.co.uk/jobs**

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| **Essential** | **Desirable** | Job titlePerson Specification |
| **Qualifications & Experience** | | |
| **✓** |  | * Previous decorating, wall papering and minor plaster patch repairs experience |
|  | **✓** | * Experience of working with the general public and a wide range of client groups |
| **✓** |  | * Possess relevant trade qualifications and / or have the experience of carrying out these tasks (NVQ Level 2, etc) |
|  | **✓** | * Experience in working to targets and being able to set them for yourself and other team members |
|  |  |  |
| **Skills and Knowledge** | | |
| **✓** |  | * Be aware of Health & Safety issues around maintenance repairs and when working in occupied properties |
|  | **✓** | * Demonstrate a working knowledge of repairs and maintenance and be able to apply this to property inspections |
| **✓** |  | * The ability to maintain and provide written records as required |
|  | **✓** | * Basic IT skills |
|  |  |  |
| **Personal Qualities** | |  |
| **✓** |  | * Excellent communication skills |
| **✓** |  | * ‘Can do’ approach with the ability to motivate other members of the team |
| **✓** |  | * Enthusiastic and motivated nature |
| **✓** |  | * Takes pride in producing high standards of work |
| **✓** |  | * Professional attitude in work and manner |
| **✓** |  | * Able to weigh up situations and act on them accordingly |
| **✓** |  | * Receptive and responsive to change |
| **✓** |  | * Good organisation of work and appropriate time management skills |
| **✓** |  | * Able to work independently on own initiative and as part of a team |
| **✓** |  | * Commitment to the values, aims and objectives of the Group |
| **General** | | |
| **✓** |  | * Full Valid Driving license |
| **✓** |  | * Willing to undertake any training that will develop the role and themselves |
| **✓** |  | * This post is subject to a satisfactory CRB Disclosure |
| **✓** |  | * Provide and maintain own power and other hand tools as required to carry out these trades |