



Caretaker (6 Month FTC)



£28,816

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About Beacon

Beacon Cymru results from the merger in January 2025 of Coastal Housing and RHA Wales: two respected community landlords with reputations for excellence, innovation and being a positive force in the communities where they work.

At Beacon 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 pretty critical to encouraging new ideas and approaches.

We employ almost 380 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.

We aim to be a 10,000 home organisation for the future; one which constantly raises the bar to deliver improved services and homes for residents.

We aim to deliver a greater number of new, high-quality homes each year; we're focused on growth and investment in existing homes and services, and we're a more resilient organisation with a wider geographical reach.

Beacons have illuminated human history as symbols of hope, guidance, and connection. They've been used by countless cultures to communicate across vast distances; their glow unites people, providing direction, carrying messages, and marking celebrations.

Whether lit on hills, mountains or coastal cliffs, their enduring presence reflects a shared understanding, a shared purpose and the human desire to connect with others. We believe our name speaks to our past legacies and signals our intent to deliver change you can see in communities across south Wales.

Job Title: Caretaker

Place of work: Rhondda Cynon Taff

Hours of work: 40 hours per week

Job Summary

As a Caretaker, you will be an Ambassador for Beacon, being the first point of contact for many residents on our schemes. You will work closely with the Community Housing Team, Compliance Team and Maintenance Team in the overall management of the housing schemes. You will foster and promote good working relationships with residents and colleagues, and you will respond to service demands promptly and appropriately, by adopting a flexible approach. On site, you will implement high standards of work to ensure the safety, kerb appeal and the overall environment for Beacon's residents is first class.



Purpose of Role

To maintain the Estate Management Service Standards agreed with tenants on our sites and within our schemes, ensuring that they remain safe, well-maintained, attractive and litter-free.

Daily Responsibilities

1. Ensure that Beacon Cymru tenants are provided with a high quality, customer focused mobile caretaking service.
2. Inspect all sites, completing job specific tasks, ensuring that the work is undertaken in a cost effective, considerate manner and to an excellent standard, whilst maintaining a safe working environment.
3. Report any issues that cannot be dealt with, following them up and ensuring that they have been resolved satisfactorily.
4. Work in partnership with our grounds maintenance contractors, ensuring compliance with our service agreements and that any problems are rectified in a timely fashion.
5. Ensure compliance with health and safety, conducting checks at schemes and offices to make sure that we meet our legal obligations and provide safe working and living environments.
6. Manage the cleaning of all outside areas of our schemes, using specialist equipment where necessary, ensuring that any issues such as fly tipping and graffiti are dealt with promptly.
7. Carry out minor repairs to improve the longevity of RHA properties, and grit schemes where necessary during icy weather.

General Responsibilities

8. Advise your line manager of any matter of significance that affects the service.
9. Look for ways to continuously improve systems, streamline processes and deliver services in the most effective way possible finding new ways to achieve value for money.
10. Undertake any personal development necessary to carry out or improve the role, participating fully in appraisal processes with your line manager.
11. Undertake objectives in line with Beacon Cymru's Business Plan in cross-departmental groups, working co-operatively in a non-departmental way.
12. Represent the interests of the Beacon Cymru when working with external organisations and partners, fostering good working relationships and acting as an ambassador of the organisation.
13. Comply with the Beacon Cymru's Policies and Procedures including Health and Safety and the Equal Opportunities policy.
14. Undertake any other duties as may be reasonably requested by Directors and Managers from time to time.

NB. This is not exhaustive and may change to meet the needs of Beacon Cymru Group.

Specification

Essential	Desirable	
✓		Demonstrate a practical background in repairs and maintenance and be able to apply this to property inspections
✓		Have the necessary skills and ability to undertake a variety of basic repairs and general maintenance duties
✓		Basic IT skills with the ability to create, update and retain records
✓		Demonstrate good organisational and time management skills
✓		Excellent communication skills including the ability to actively listen
✓		Professional attitude to work and manner
✓		Demonstrate a practical background in repairs and maintenance and be able to apply this to property inspections
✓		Have the necessary skills and ability to undertake a variety of basic repairs and general maintenance duties
✓		Professional attitude to work and manner
✓		Good people skills with the ability to adapt to a diverse range of situations/people
✓		A positive outlook and enjoy helping others
✓		Ability to cope in a pressurized working environment and work to deadlines
✓		A willingness to learn
✓		A receptive and adaptable approach to change and open to new ways of doing things
✓		The ability to work as a team member and independently using initiative
✓		Confidently be able to manage relationships where there is potential for disagreements and/or volatile situations
✓		Takes pride in producing high standards of work
✓		Pro-active approach to problem solving
✓		Able to weigh up situations and make decisions
✓		Commitment to the values, aims and objectives of Coastal
	✓	Experience using pressure washers and spraying equipment
	✓	Experience of using Respiratory Protective Equipment
✓		Willingness to be clean shaven when required to wear PPE
✓		Valid full UK driving license
✓		Willingness to undertake DBS check

Next steps

If this seems the job for you can apply online 24/7 right up until **05/06/2026**.

If you wish to discuss this role please contact Scott Foot on 07773360419

You can save your progress through our online application system so you don't need to do the entire thing in one go.

Here's a whistlestop tour of our typical recruitment process so you know what to expect:

- Complete and submit the application form online before the closing date and time shown
- We'll review all applications and let you know whether or not you've been shortlisted

If you are, we'll invite you to come and meet us for an interview

- Alongside interview, we might also ask you to complete some tasks or tests, depending on the role you've applied for
- If you're successful, we'll make you an offer (hopefully one that you can't refuse!)
- Once you've accepted our offer, we'll follow up your references and check your eligibility to work in the UK – if the role requires it, we'll also carry out a DBS check
- Once that's all done, we'll send you a contract and confirm your start date
- Welcome to **#TeamBeacon!** There's a 6 month probationary period from your start date and your manager and HR will support you throughout.

Our benefits

Beacon offers a wide range of benefits including:



30 days annual leave, plus an additional 2 days leave at Christmas!



Enhanced family friendly leave, including paid dependency leave.



Defined contribution pension with included life assurance of 3 times your salary.



Enhanced company sick pay.



Extensive wellbeing offer

Want to see the full range of benefits?
Visit beacon.cymru/jobs