



Estates Plumber

OVERVIEW

The Estates Plumber is responsible for the efficient and effective planning, scheduling, coordination, supervision and actioning of plumbing works across the school estate, ensuring systems are maintained, with remedial and emergency work completed.

To this end, this will require working collaboratively with the Maintenance Manager, Estates Manager, the existing Estates Plumber, departmental and group colleagues, as well as liaison with other school and group staff where necessary. It is essential for the post-holder to have a good working knowledge of buildings maintenance and specialist knowledge of plumbing work, preferably within the context of a historic building.

The purpose of the role is to carry-through the Maintenance Department remit to keep all systems operating smoothly, developing and improving where necessary, so as to support delivery of a high standard of education and accommodation at a leading independent school.

KEY DUTIES & RESPONSIBILITIES

- Be able to undertake the successful diagnosis, repair, maintenance and / or installation of domestic heating systems and hot water calorifiers
- Be able to install bathrooms / shower rooms for refurbishment for onsite staff and student accommodation
- Be able to undertake first and second fix pipework installations for projects when renovating existing facilities
- Be able to install and replace isolation valves across site as required
- Be able to work with different pipe materials, modifying existing systems to bring them up to current regulations
- Being a first point of call for plumbing advice for both commercial and domestic installations
- Undertaking testing and fault-finding on plumbing systems across site, analysing the problem and identifying the appropriate tools and materials for repair work
- Working with the Maintenance Manager, Estates Manager and existing Estate Plumber to prioritise and schedule plumbing maintenance jobs so as to ensure that both strategic and operational works are complete. Undertake weekly meetings with the Maintenance Manager and colleagues to discuss ongoing works and issues
- Work with Group Estates Manager and Maintenance Manager on plumbing elements relating to strategic network development, projects and Master Plan. Co-ordinate with Head of Estates and existing Estate Plumber to ensure all stakeholders are aware of planned works and schedules
- As required, responding to helpdesk requests in a prompt and efficient manner - these will range from generally minor running repairs through to emergency plumbing fixes and replacement of systems / sections
- Troubleshoot on technical breakdowns of plant and equipment
- Carrying out Planned Preventative Maintenance programme and routine systems checks, identifying and replacing defective parts
- Ensure that energy efficiency is considered with all plumbing and hot water installations
- Working at height to undertake repair, or to install new plumbing systems
- Working with Compliance Officer and Maintenance Manager on maintaining statutory compliance of water systems, to include records maintenance and remedial works
- Supervise / oversee works carried out by service contract engineers and external contractors
- Assist the Maintenance Manager the maintenance of adequate spares and materials
- Undertake stock takes when required
- Ensuring that any works are undertaken to a suitable standard and in a professional manner
- Undertaking any additional training as may be required by the school and to keep existing

qualifications valid and updated

- To respond to occasional “out of hours” call outs supported by on-site staff and Estates Manager
- The post holder may be required to undertake and assist the whole facilities and estates team in maintenance activity unconnected to electrical work

EXPECTATIONS

- Uphold and actively promote the ethos of Westonbirt School and Wishford Schools Group
- Conduct yourself with professionalism, tact and diplomacy at all times as a representative of Westonbirt School and Wishford Schools Group
- Be polite, professional and friendly at all times with pupils and colleagues
- Be able work as part of a team. Have the ability to respect and value the different experiences, ideas and backgrounds of others. Be prepared to assist colleagues in a willing and positive manner including assisting with other duties as required
- Be flexible, reliable, punctual and trustworthy
- Observe health and safety procedures at all times
- Undertake any mandatory training relevant for the safe performance of this role

ESSENTIAL QUALIFICATIONS, EXPERIENCE AND SKILLS

- Qualified to at least NVQ Level 2
- OFTEC Qualifications from 101 to 201 or the willingness to obtain and be Registered with OFTEC up to commercial grade
- Experience in unvented systems
- Holds a certificate for Water fitting, Water Regulations 1999
- At least five years professional plumbing experience
- Experience in fitting commercial pipework
- Experience of working with domestic and commercial heating and water systems, including fault-finding and testing
- Experience of fitting domestic hot water calorifiers
- Experience with first and second fix installations
- Experience with bathroom installations and tiling
- Significant experience working in a buildings maintenance role, preferably within the context of a historic structure
- Good all-round maintenance knowledge and skills
- Experience in delivering small and medium works projects
- Accredited “Health and Safety” qualification or equivalent experience
- Good planning and organisational skills; the ability to prioritise work and balance competing needs
- Good communication skills (both verbal and written)
- Good problem-solving skills and ability to use initiative with a proactive “can-do” approach
- Customer-focused with the ability to communicate with people at all levels in the organisation
- IT Literate (Word, Excel and Outlook)
- Able to recognize hazardous situations / materials and to respond accordingly
- Ability to work with minimum supervision
- Current knowledge of the latest Health and Safety developments
- Confidence in processing paperwork and ordering parts via suppliers
- Familiarity with the requirements of budget control
- Ability to work calmly under pressure

TERMS

- Full time, 39 hours per week with a 30 minutes ‘own time’ lunch every weekday; flexibility will be required and occasional weekend working.
- Salary dependant upon qualifications and experience