

Estates and Facilities Management REQ260341

JOB TITLE: Painter

School/Department summary:

The Estates and Facilities Management team at Loughborough University is central to creating the world-class campus experience for which the University is known. We are a large and diverse team made up of Catering, Residential, Domestic, Projects, Operations, Maintenance, Engineering, Sustainability and Space teams. Together, we manage and develop one of the UK's largest single-site campuses, ensuring that its buildings, grounds, infrastructure and support services are sustainable, stylish and set up for success. We work collaboratively to support our students, colleagues and partners, helping to shape the exceptional campus environment we are consistently recognised and awarded for. Above all, we take pride in creating a welcoming, vibrant and authentic workplace where everyone can thrive and we welcome likeminded individuals to join us and be part of our future.

Job Description

Job Family and Grade: Maintenance & Engineering Section, Grade 4

Job Purpose

The Maintenance Painter will be required to work as part of a large building fabric team carrying out planned, preventative and reactive maintenance across the University Estate. The role will be mainly painting and refurbishing within the student residential areas.

Job Duties

- To carry out painting, decorating and allied trade's works in connection with maintenance and minor alterations, required to the University controlled premises. This may include managing contractual support with clerk of works checks on works.
- To estimate the requirements for Labour and contractual support plus materials and to advise the Fabric Delivery Manager
- In consultation with the building fabric residential park leader, be able to allocate work to tradesmen where necessary, to check the work when completed in order to maintain a high standard.
- To become familiar with and use new equipment and systems and to undertake special training where required.
- To ensure that work locations, and equipment used in the course of their duties are safe in accordance with the Health and Safety regulations at Work Act 1974, and to report to the Building Fabric Delivery manager any defective or unserviceable equipment.
- To carry out frequent checks on ARCHIBUS to ensure correct completion and submission to enable accurate records to be maintained.
- To understand and implement Health and Safety policies and requirements for yourself and others, commensurate with your level of responsibility within the Department to enable you to discharge your other duties and responsibilities safely

Points To Note

The purpose of this job description is to indicate the general level of duties and responsibility of the post. The detailed duties may vary from time to time without changing the general character or level of responsibility outlined in the document.

Organisational Responsibility

Reports to the: Maintenance Building Manager/Building Supervisor

Person Specification

Your application will be assessed based on the essential and desirable criteria listed below.

Applicants are strongly encouraged to explicitly demonstrate how they meet each essential (and desirable) criteria at the application stage. The criteria that you need to demonstrate in your application will be listed as Stage 1 in the table below.

Stages of assessment are as follows:

- 1 – Criteria measured within the Application
- 2 – Criteria measured at Test/Assessment Centre/Presentation
- 3 - Criteria measured at Interview

Essential Criteria:

Area	Criteria	Stage	
Experience	Experience of painting / decorating site and shop work.	1 / 3	
	Work in a wide range of building facilities.	1 / 3	
	Experience of working in multi-disciplinary teams.	1 / 3	
	Previous experience of dealing with people.	1 / 3	
Skills and abilities	Demonstrate ability to understand customer requirements.	1 / 3	
	Ability to work under own initiative and with other members of the section.	1 / 3	
	Ability to organise own works.	1 / 3	
	To work effectively and efficiently.	1 / 3	
	To undertake work to the required standard.	1 / 3	
	To be able to work safely and take responsibility for the Health and Safety of other team members.	1 / 3	
	To have IT skills in order to carry out the duties required by the role.	1 / 3	
	Training	A willingness to undertake future training as required.	1 / 3
	Qualifications	NVQ level 2 diploma in Painting & Decorating or equivalent.	1 / 3
Educated to GCSE level or equivalent in maths & English.		1 / 3	
Other	Full Driving Licence required.	1 / 3	
	To be self-motivated and a strong team player with the drive to participate in team building initiatives.	1 / 3	

Desirable Criteria:

Area	Criteria	Stage
Experience	Be able or willing to develop expertise in specific legislative disciplines e.g. fire safety.	1 / 3
Skills and abilities	To have IT skills in order to carry out the duties required by the role.	1 / 3
	Competent or familiar with maintenance management systems.	1 / 3
	Asbestos awareness.	1 / 3

Qualifications	Recognised professional qualification.	
	Demonstrate evidence of continual personal development.	

Conditions of Service

The position is full time and open-ended. Salary will be on Administrative Services Grade 4.

The appointment will be subject to the [University's Terms and Conditions of Employment](#) relevant to the job grade.

Shared University Responsibilities

As a member of the Loughborough community, you are expected to:

- Take reasonable care of yourself, others and the environment, and to prevent harm by your acts or omissions. All staff are therefore required to adhere to the University's Health, Safety and Environmental Sustainability Policies & Procedures.
- Support and contribute to the University's commitment to principles of equity, diversity and inclusion (EDI) while carrying out all duties, behaving in a manner that treats others with dignity and respect and upholds every persons right to lawful freedom of expression, freedom of speech and academic freedom. Further information about EDI at Loughborough and our strategic aims is available on our website.

Our Purpose, Vision, and Values

Our purpose, Vision and Values underpin all that we do and shape how we work together at Loughborough.

We're proud to promote our values: **Adventurous, Collaborative, Creative, Authentic** and **Responsible**. Our people bring these values to life every day, and they are central to the positive and supportive culture that makes Loughborough unique.

If you join us, you'll be encouraged to bring these values to life in your own work and contribute to the positive, supportive culture that makes Loughborough unique.

Read more about our [vision and values](#).

Our Accreditations



We strive to create a culture that supports equity and celebrates diversity throughout the campus. The University holds a [Bronze Athena SWAN award](#) which recognises the importance of support for women at all stages of their career.



We are proud to be a [Race Equality Charter Member](#). The Charter aims to improve the representation, progression and success of all minority ethnic staff and students within higher education and address issues of racism within higher education institutions (HEIs).



We are proud to be a Disability Confident Employer and have adopted a proactive approach to employing disabled people and to creating a more diverse workforce. We ensure that our recruitment processes are inclusive and accessible. We guarantee to offer an interview to all applicants who have declared a disability, provided that the essential criteria for the role are met. We proactively anticipate and provide reasonable adjustments and support existing employees who acquire a disability or long-term condition to thrive in the workplace.



We are a real living wage employer, and our Living Wage Employer Mark shows our commitment to paying our staff according to the cost of living.



We are proud supporters of the [City of Sanctuary movement](#) and delighted to be recognised as a University of Sanctuary. This national network brings together, university staff, lecturers, academics, and students, who together work to make Higher Education institutions places of safety, solidarity and empowerment for people seeking sanctuary.

As part of the University's ongoing commitment to redeployment, please note that this vacancy may be withdrawn at any stage of the recruitment process if a suitable redeployee is identified.