



## General Builder / Multi-Trader Job Specification and Example Duties

### Who we are

Newby Hall is a privately owned, multifaceted rural Estate situated on the banks of the River Ure in North Yorkshire. The Hall is a 17<sup>th</sup> century Grade 1 listed property set within 300 acres of Historic Parkland.

The Hall and award winning formal Gardens are open to the general public throughout the Summer and attract circa 140,000 visitors per annum in addition to hosting a variety of outdoor shows and exhibitions. Out of season, the property continues to operate as a private residence.

The Estate has a diverse property portfolio such as farms, commercial offices and residential dwellings, principally in England.

### The Role

A rare opportunity has arisen for two experienced operatives to join the Estate's in-house building and maintenance team, consisting of five other experienced tradesmen based at Newby Hall.

The team are responsible for carrying out all aspects of planned and reactive construction / maintenance work across the property portfolio.

Reporting to the Building Foreman and Managing Agents, you will be tasked with working both independently and alongside other tradesmen and sub-contractors to ensure that property is maintained and constructed in accordance with all regulatory requirements, on time and within budget.

You will be expected to operate company vehicles and plant around the Estate, as well as collect tools and materials from suppliers.

PPE, company uniform and basic hand tools will be supplied.

## How to Apply

Please apply in writing enclosing your CV and cover letter to:

By Post	By Email
FAO Alex Morrison MRICS FAAV The Estate Office Newby Hall Ripon North Yorkshire HG4 5AE	alex.morrison@newbyhall.com

## Closing Date

Friday 4<sup>th</sup> December 2020

## About You

The successful candidate(s) will be highly motivated, flexible and well organised. You will have exceptional attention to detail and the ability to work both independently and as part of a team.

Ideally you should be able to demonstrate experience of working in the building trade or property maintenance, including all aspects of property conversion, refurbishment and demolition.

Someone with previous bricklaying, blockwork and groundworks experience would be particularly advantageous, including the operation of plant and machinery.

Other skills and experience may include:

- Renewal of roof coverings and structural repairs
- Stud walling and dry lining
- Basic plumbing and drainage
- Basic carpentry / joinery
- All other preventative maintenance tasks

## Occupational Requirements

	Essential	Desirable
Experience	<ul style="list-style-type: none"><li>• Reactive maintenance tasks to different types of property</li><li>• Conversion, refurbishment and new build construction work</li><li>• Basic administrative tasks such as completing timesheets, risk assessments, method statements and collating delivery notes.</li><li>• Being able to interpretate drawings and plans</li></ul>	<ul style="list-style-type: none"><li>• Previous experience of Listed or Heritage Buildings</li><li>• Site Management</li></ul>
Technical Knowledge & Qualifications	<ul style="list-style-type: none"><li>• Health and Safety Regulations including the preparation of risk assessments and method statements.</li><li>• Manual Handling</li><li>• Asbestos Awareness</li><li>• Working at height</li></ul>	<ul style="list-style-type: none"><li>• CSCS card</li><li>• B&amp;E towing licence</li><li>• Excavator</li><li>• MEWP</li><li>• Scaffolding (PASMA)</li><li>• Telehandler</li></ul>

		<ul style="list-style-type: none"> <li>• CAT and Genny</li> <li>• ICT skills</li> <li>• Building Regulations</li> <li>• Welding / fabrication</li> </ul>
Personal attributes	<ul style="list-style-type: none"> <li>• Personable and friendly</li> <li>• Hardworking and self-motivated</li> <li>• Calm and patient</li> <li>• A team worker</li> <li>• A problem solver &amp; quick thinker</li> <li>• Attention to detail</li> <li>• Clean working and tidy</li> <li>• Organised</li> </ul>	<ul style="list-style-type: none"> <li>• An understanding of rural estates and a passion for country life</li> <li>• Previous experience of working in a similar environment</li> </ul>
Other requirements	<ul style="list-style-type: none"> <li>• Hold and maintain a UK driving licence for cars and vans</li> <li>• Physically fit and able to carry tools and materials.</li> <li>• The ability to climb ladders, access roofs and confined spaces.</li> </ul>	

### Salient Terms and Conditions of Employment

Please note that a full statement of the main terms and condition of employment will be supplied with any formal offer of employment. The information below may be helpful to applicants as a guide, but should not be relied on as a substitute for a full contract:

This does not constitute a formal offer of employment.

<b>Position</b>	General Builder / Multi-Trader
<b>Reporting to</b>	Building Foreman & Managing Agents
<b>Salary (£)</b>	Competitive and commensurate with experience, paid monthly in arrears by BACS
<b>Contract Hours</b>	Full-time Monday to Friday 8am to 4:30pm
<b>Probationary period</b>	3 months
<b>Annual Leave</b>	20 days plus bank holidays
<b>Sickness</b>	A sick pay scheme is in place dependent upon length of service
<b>Pension</b>	A company pension scheme is operative
<b>Length of Notice</b>	2 months

