

CARETAKER / HANDYPERSON

Production Park is a unique support environment for the live events industry, one that unites technology, creative spaces and education.

We are looking to recruit an experienced, highly motivated and responsible Caretaker / Handyperson who would like to be a part of and strengthen our hard-working and supportive Facilities & Estates team.

The post will involve carrying out general caretaking duties, including but not limited to the security and supervision of the site and related equipment, portage, cleaning and carrying out a range of repairs and maintenance tasks throughout our sites.

It is highly desirable that the successful candidate has experience of working in a similar role, possesses skills in DIY (knowledge of building maintenance, carpentry, plumbing and electrical work. Ideally you will be educated to City & Guilds or NVQ equivalent in a relevant Trade,) is IT literate and can adhere to and manage Health and Safety.

The working pattern includes early and late shifts based on a rolling rota across both of our sites. Optional weekend shifts are available to carry out works that cannot be done during normal operational hours. Flexibility is a must as the position involves rota and shift work.

Duties and Responsibilities to include but not limited to:

- Maintaining a safe working environment
- General maintenance duties
- Property maintenance
- Maintaining gardens/ greenery
- To work in a safe and timely manner and to ensure minimal possible disruption to clients
- Work closely with the clients Facilities Team and be an integral part of the team
- Ensure the provision of a safe and healthy working environment and ensure compliance with all Company policies, procedures and working arrangements as required.

Ideal Candidate

- Trustworthy individual
- Health and Safety Conscious
- Previous experience working within a facilities team is desirable
- Hard working
- Self-motivated
- Problem solving abilities

Benefits of joining Production Park:

- 25 days holiday + Bank Holidays
- Pension
- Life Assurance
- Employee Assistance Programme
- Employee Lunches Provided
- Cycle to Work Scheme

- Free Car Parking
- Staff development and training opportunities

Full-time hours: 40hours per week

Salary:£23,000