

Trades Apprentice

Grade	Contract Type	Role Overview
<p style="text-align: center;"> Contract Manager ↓ Contract Supervisor ↓ Apprentice Department ↓ Repairs & Maintenance </p>	<p>Regional Worker</p>	<p>As an apprentice at Your Housing Group, you will have the opportunity to work alongside our highly skilled members of the Repairs and Maintenance team in becoming a qualified tradesperson. Combining technical and practical skills whilst obtaining a formal qualification will give you a solid foundation for your future career.</p>

RESPONSIBILITIES

- Work to the apprenticeship programme, adapting to changes in schedule and requirements where necessary.
- Undertake associated duties or tasks that complement the skills and experience to become a fully operational tradesperson.
- Liaise with other staff as needed to ensure the timely completion of works within agreed operational targets.
- Plan and organise work in an effective manner, making the best use of your available time.
- Prepare the work site ready for the work and select and use materials and tools appropriate to the post and duties undertaken.
- Positively use communication and relationship building skills; to interact with other members of the repairs service, key stakeholders, and customers.
- Ensure compliance with all minimum standards of work, customer care requirements and key performance measures in undertaking the role.
- Use the appropriate fixed workshop machinery, tools, materials and equipment to carry out tasks; including ICT equipment to facilitate the job role. E.G., receiving & sending of email, general communications.
- Manage materials effectively with regards to minimising waste, choice of specification and logistics.
- Undertake training and development in association with your role and duties.
- Work with, and provide information relating to technical matters as directed by your Team Supervisor
- Ensure compliance with all minimum standards of work, customer care requirements and key performance measures in undertaking the role.
- Support the delivery of efficient, value for money services and aim to exceed Customer expectations.
- Attend briefings, meetings, training sessions as necessary.

Our values



Honest & Reliable
We are authentic, open and dependable; and we do what we say we'll do.



Caring
We show kindness and consideration to our customers and each other.



Respectful & Fair
We listen to people, and strive for equity and inclusivity in all that we do.

STRENGTHS

- Organised and punctual
- Enthusiasm for learning and delivering quality outputs.
- Clear and articulate communication skills, both written & verbal
- Passion for good customer service
- Self-motivated, with ability to take initiative and adhere to good timekeeping and deadlines.
- Basic health and safety knowledge in a repair's environment

ESSENTIAL REQUIREMENTS

- ✓ GCSE grade C/4 or above in a minimum of Maths and English
- ✓ Carry out continuous professional development to maintain knowledge of current and future developments affecting the role
- ✓ Ensure compliance with all minimum standards of work and customer care requirements when undertaking the role.
- ✓ Good team worker and self-motivated
- ✓ A willingness to commit to training and study in association with your role and duties.
- ✓ The ability to carry out physical demands of the role.
- ✓ Observe and continually promote the companies Equality, Diversity, and Inclusion policy.
- ✓ Observe and comply with health and safety policies and procedures relating to your duties and activities carried out.
- ✓ Full UK Driving Licence or commitment to drive.
- ✓ Numeracy and ICT skills

BENEFICIAL TO THE ROLE

- ✓ Social Housing knowledge

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