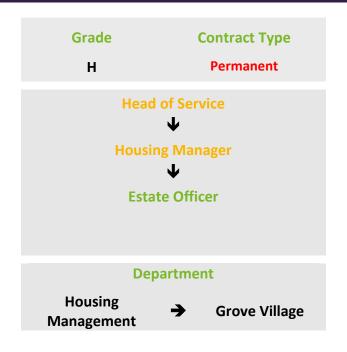


Estate Officer



Role Overview

To support with delivering a range of professional housing and estate management services to our customers.

RESPONSIBILITIES

- be responsible for managing the upkeep of communal and private areas of the Grove Village estate
- carry out a range of environmental duties:
- litter picking
- removing large unwanted goods from our customer's homes
- jet washing
- general gardening in both communal and private gardens
- ideally you will have a full UK Driving Licence (there is access to a company vehicle), although not essential
- you will have experience in grounds and building maintenance
- you will have experience of using basic power tools and mechanical garden equipment
- Undertake additional duties appropriate to the role and/or grade.



STRENGTHS

Excellent Customer Service Skills

Ability to work autonomously with minimal supervision

ESSENTIAL REQUIREMENTS

GCSE Maths and English (or equivalent)

✓ a full UK Driving Licence

BENEFICIAL TO THE ROLE

Experience of estate management

Basic DIY skills











