



# Role Profile

<b>Electrician</b>			
Reference No.		Type	Individual
Service	Building Services		
Job Family	Craft	Grade	<b>TD5</b>

<b>Purpose</b>
<p>To provide all aspects of Electrical work including maintenance, installations and electrical testing, predominantly to domestic properties and public lighting installations but also on the less complex installations in non-domestic properties and public lighting infrastructure, ensuring that all such works are carried out in a manner that positively contributes to a high quality, responsive and cost effective service which meets Service and customer expectations.</p> <p>The typical range of installations and systems include for Electric: - heating, lighting and power.</p> <p>The range of buildings work is carried out on includes domestic housing, sheltered housing, care homes, offices, libraries, theatres and conference centres, sports complexes, leisure centres and swimming pools, community centres, schools, nurseries, fire stations, police stations and works depots. These range from single storey buildings to multi storey and from standard construction methods to more bespoke and more complex constructed buildings. The typical range of public lighting works includes highway, street, pedestrian and bridge lighting, furniture lighting / illuminated signs, lighting displays, etc.</p>

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<p>To carry out electrical maintenance and repair work to components, appliances, installations, systems and infrastructure, e.g. cable work, including faults caused by damage or other cause, including responsive / emergency repair or renewal work.</p> <p>To investigate and trace faults, interruptions and loss on continuity and integrity to components, appliances, installations, systems and infrastructure using testing and diagnostic tools and equipment as appropriate.</p> <p>To decide on appropriate actions or response to findings from diagnostic and testing of faults, etc., i.e. carry out repair or maintenance required, isolate supply and make safe until repair is carried out, or isolate supply, make safe and condemn and submit report to supervisor / other as appropriate in accordance with defined procedures.</p> <p>To carry out modifications and alterations to existing cable work installations, systems and infrastructure which increase or reduce the size of original circuits,</p> <p>To connect new cable work to mains supply as appropriate ensuring the integrity and continuity of system on completion.</p> <p>To fit new components, appliances, etc. to new cable work, or remove existing components, appliances and make cable work installations and make safe as required.</p> <p>To plan and run new or additional cable runs and circuits, in internal or external situations (including trenches), ensuring these are done in the most efficient and economical manner.</p> <p>To test all works on completion for operation, effectiveness and supply continuity and integrity in accordance with appropriate industry regulations and good practice</p> <p>To ensure that all works are carried out and completed in accordance with Industry Standards and Regulations, Health &amp; Safety Regulations, etc.</p>	<p>Time-served craftsperson in required trade as recognised by industry board (electrician)</p> <p>Experience of installations, testing and maintenance of electrical systems to domestic and / or non-domestic properties</p> <p>Or</p> <p>Experience of installations testing and maintenance of public lighting infrastructure, lighting installations, furniture, signage, etc.</p> <p>City &amp; Guilds Certificate 17th edition</p> <p>Current (S)JIB grade card</p> <p>SQA Certificate and an S/NVQ level 3 in Electrical Installation (or approved equivalent)</p> <p>or</p> <p>City &amp; Guilds Electrical Installation 236 Course Part 1 and 2</p> <p>or</p> <p>such other qualification(s) as laid down from time to time by the (S)JIB</p> <p>Full Driving Licence</p> <p>Ability to carry out assigned work to standard and speed reasonably expected from a qualified Group 3</p> <p>Craftsperson in specified trade</p> <p>Ability to work on your own with minimum supervision</p> <p>Ability to work on housing and property maintenance works</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	

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	<p>Or</p> <p>Ability to work on public lighting infrastructure and installations including street lighting, furniture and signage</p> <p>Ability to prioritise work and meet deadlines and respond positively when under pressure</p> <p>Ability to interpret instructions from job tickets for material requirements, etc.</p> <p>Rational and methodical approach to problem solving</p> <p>Health &amp; Safety awareness and understanding appropriate to role</p> <p>Ability to use diagnostic and testing equipment appropriate to role</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	
<p>To carry out periodic inspection and testing on existing electrical installations and infrastructure in line with regulations and good practice and complete associated documentation accurately.</p> <p>To have flexibility and carry out any “bolt-on skills” work as is required to complete work as defined in Craft Remuneration package and considered as good practice</p> <p>To carry out such works on housing, non-domestic or contracts or infrastructure as directed by line manager.</p> <p>To measure out and set out new works from drawings, bills of quantities, written and verbal instructions, etc</p>	<p>Ability to carry out assigned work to standard and speed reasonably expected from a qualified Group 3 Craftsperson in specified trade</p> <p>Ability to work on your own with minimum supervision</p> <p>Ability to work on housing and property maintenance works</p> <p>Or</p> <p>Ability to work on public lighting infrastructure and installations including street lighting, furniture and signage</p>	<p>✓</p> <p>✓</p> <p>✓</p>	

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<p>To carry out all preparatory, ancillary, finishing and complementary tasks associated with the job/task in hand which contribute to ensuring work is carried out to the expected standards.</p> <p>To ensure that all such works are carried out in a manner that positively contributes to a high quality, responsive and cost effective service which meets Service and customer expectations, quality standards (e.g. Scottish Housing Quality Standards), KPI's and other Service specific or client determined performance indicators.</p> <p>To maintain current and develop new competences and certification/registration required of the post e.g. skills, knowledge, accreditation, qualification/certification, etc. e.g. H&amp;S certificates, specific trade accreditation, etc.</p>	<p>Ability to prioritise work and meet deadlines and respond positively when under pressure ✓</p> <p>Ability to interpret instructions from job tickets for material requirements, etc. ✓</p> <p>Rational and methodical approach to problem solving ✓</p> <p>Health &amp; Safety awareness and understanding appropriate to role ✓</p> <p>Ability to use diagnostic and testing equipment appropriate to role ✓</p> <p>Customer service awareness and focus ✓</p> <p>Ability to work from ladder and scaffold systems, access platforms and mobile elevated work platforms ✓</p> <p>Ability to carry out all assigned work to a high standard of workmanship, good practice and customer care ✓</p> <p>Customer care awareness and recognition ✓</p> <p>Customer orientated approach and attitude to role ✓</p> <p>Good communication skills both oral and written ✓</p> <p>Good team worker and team player ✓</p> <p>Ability to provide a regular and effective service ✓</p>		
<p><u>Working Environment</u></p> <p>The post holder will be required to undertake work which includes working outdoors and indoors, regularly in restricted areas i.e. roof attic space/suspended ceilings/under floors, and occasionally in dusty conditions e.g. during down takings, alterations and demolition works and working in trenches for external cable runs.</p> <p><u>Physical Effort</u></p>			

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<p>The work will involve walking, standing, bending, stretching, twisting lifting and pulling, carrying working in a kneeling position and working with hands above head level, digging trenches for pipe or cable runs, etc. Dependant on work required the job may involve the use of ladder and or scaffold systems or access platforms.</p>				
<p><u>Supervisory Responsibility</u>            The post holder may have supervisory responsibility for an apprentice providing instructions, guidance and support to allocated apprentice relative to trade following an agreed apprentice training framework</p> <p><u>Supervision Received</u>            The post holder will be responsible to the supervisor. (Nb. the term supervisor refers to line manager, e.g. Chargehand, Foreman, Supervisor, Lead Officer, etc.). You will be expected to:-            Work with minimum supervision and instruction through the adoption of modern working practices including mobile working. Accept work instructions and information directly and remotely using new working practices including hand held technology units, etc.            Maintain contact with the supervisor / other Service contact as and when appropriate/required for clarification/authorisation/further instructions, etc.</p>				
<p><u>Resources</u>            The post holder will be expected to use available technologies, e.g. hand held computer systems, for the receiving of work instructions, communications with supervisor and other appropriate personnel and recording of data as defined and required by the Service            The post holder will be responsible for the appropriate and safe application, use and care of a wide range of resources in the performance of their duties ensuring adherence to safe working practices at all times.</p>				

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<p>These resources are likely to include portable electric and handheld drilling and coring equipment and accessories, pipe benders, nail guns, screwdrivers, cable cutters, etc.; small plant (e.g. manual lifting equipment), diagnostic and testing equipment, scaffold and access systems; mobile elevated work platforms, vehicles and trailers; etc. assigned to them.</p> <p>The post holder will also use a variety of controlled substances and liquids, e.g. adhesives, sealants, paint, etc. in the performance of their job.</p> <p>The post holder will be responsible for the provision, maintenance and replacement of personal tools for the performance of the post holder's trade.</p> <p>To post holder will be expected to ensure compliance at all times with appropriate Health &amp; Safety regulations / requirements appropriate including the wearing and use of PPE clothing and equipment</p>				
<p><u>Knowledge</u></p> <p>The post holder will be expected to maintain current and develop new competences required of the post e.g. grading card, skills, knowledge, awareness and certification e.g. H&amp;S certificates</p> <p>The post holder will be expected to ensure that all works are carried out taking full cognisance of good trade practice and adherence to relevant regulation and legislation e.g. health and safety / risk assessment compliance, etc. so as to avoid injuries, damages, delays in work schedules, etc. if work not carried out in the correct manner.</p> <p><u>Experience</u></p> <p>You should be a time served Group 3 Craftsperson with experience of installation, repair and testing work on all types of wiring/ pipework systems with the ability to carry out all assigned work to a high standard of workmanship, good practice and customer care</p>				
<p>Undertaking all other duties as required for the role. Duties will be in line with the grade.</p>				

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**Additional tasks or responsibilities** – this is a generic role, however this particular job may also require you to undertake the following:

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## Job Title (Specialists Tasks)

### Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required

Type of Protection of Vulnerable Groups (PVG) or other Disclosure check (choose only one).	PVG Children <input type="checkbox"/>	PVG Protected Adults <input type="checkbox"/>	PVG Both <input type="checkbox"/>	None <input checked="" type="checkbox"/>
	Basic Disclosure <input type="checkbox"/>	Standard Disclosure <input type="checkbox"/>	Enhanced Disclosure <input type="checkbox"/>	

### Additional Information – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

### Expected Behaviours – It is essential that you display the following behaviours as they are expected of all our employees:

- Take Ownership
- Focus on Customers
- Work Together
- Embrace Technology & Information
- Deliver Results