



Role Profile

Roofer			
Reference No.		Type	Craft/Trade
Service	Building Services		
Job Family		Grade	TD4

Purpose
To provide all aspects of Roofing works to our domestic and non-domestic properties. This will also include major projects and new build work 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. The range of buildings our 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 new build sites. These range from single storey buildings to multi storey and from standard construction methods to more bespoke and more complex constructed buildings

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:
To carry out all aspects of Roofing works to our domestic and no domestic building throughout Fife. This will include major works and new build ensuring that all works are carried out to industry standard.
Where appropriate according to Building Services and client protocols take note of remedial work required without doing work and report to supervisor for a decision or direction on works to be carried out.

Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
Time-served trades person in required trade as recognised by industry board.	✓	
Experience of property maintenance, installations, and renewals to domestic and / or non-domestic properties	✓	

E = Essential Criteria D = Desirable Criteria

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Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
To action repairs or rectification works based on findings from investigation of problems and faults, etc, eg carry out repair or maintenance work required replacing damaged or faulty materials or components or areas of structure.	Experience of property maintenance, installations and renewals in Public housing eg Local Authority or Housing Association		✓
To carry out all forms of maintenance and renewal work to a wide range of materials and components beyond small repairs and maintenance appropriate to trade and remove and disposing of original materials in accordance with approved procedures.	City & Guilds Certificate in required trade and/or equivalent SVQ level 3 attainments	✓	
To carry out large scale works appropriate to trade on building alterations / improvements / refurbishment / internal and external works.	Equivalent certification of completion of Apprenticeship in required trade.	✓	
To work with and compliment other trades during maintenance / alterations and stock improvements works, in particular Joiner and Electrician across all areas of work so as to provide a seamless support during key stages of works which improve the efficiency and general progress of works to be done.	Advanced Craft Certificate in required trade.		✓
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.	Up to date certificates, accreditations and/or competence certificates where relevant		✓
	Customer care training		✓
	Full Driving Licence		✓
	Ability to carry out assigned work to standard and speed reasonably expected from a qualified Craft person in specified trade	✓	
	Ability to work on your own with minimum supervision	✓	
	Ability to prioritise work and meet deadlines and respond positively when under pressure	✓	
	Ability to interpret instructions from job tickets for material requirements, etc	✓	
	Health & Safety awareness and understanding appropriate to role	✓	

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	Ability to work from ladder and scaffold systems, access, and platforms	✓	
	Ability to demonstrate an understanding of Fife Councils policies and procedures		✓
	Ability to use computerised work systems		✓
	Ability to work from mobile elevated work platforms		✓
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

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

Before confirming appointment: You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.

Additional Information – the following information is available:

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

Expected Behaviours

Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values.

Please refer to How We Work Matters Guidance to learn more.