**Job Profile comprising Job Description and Person Specification**

**Job Description**

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| **Job Title:** Street Lighting Electrician | **Grade**: OSSR (OS24 – OS27) £25,782 – £28,059 plus monthly bonus scheme and end of year profit share. |
| **Section:** Traffic and Street Lighting | **Directorate:** Environment and Community Services |
| **Responsible to following manager:**Contract Supervisor (Traffic and Street Lighting) | **Responsible for following staff:** |
| **Post Number/s:** | **Last review date:** November 2021 |

**Working for the Richmond/Wandsworth Shared Staffing Arrangement**

This role is employed under the Shared Staffing Arrangement between Richmond and Wandsworth Councils. The overall purpose of the Shared Staffing Arrangement is to provide the highest quality of service at the lowest attainable cost.

Staff are expected to deliver high quality and responsive services wherever they are based, as well as having the ability to adapt to sometimes differing processes and expectations.

The Shared Staffing Arrangement aims to be at the forefront of innovation in local government and the organisation will invest in the development of its staff and ensure the opportunities for progression that only a large organisation can provide.

**Job Purpose:**

Responsible to the Contract Supervisor (Traffic and Street Lighting) for working on electrical street lighting installations.

**Specific Duties and Responsibilities:**

1. Carries out electrical street lighting installations and maintenance.
2. Works within Health and Safety plans, method statements and risk assessments.
3. Interprets scaled drawings of basic electrical installations and detailed drawings of underground cabling.
4. Ensures that all site works are executed in a time and cost-efficient manner whilst ensuring regular liaison with supervisor.
5. Maintains plant, vehicle and materials record sheets to support the works programme as well as ensuring all plant is fit for purpose and maintained to required standards.
6. Completes timesheets and bonus sheets on a daily basis.
7. Assists other trades as and when required.
8. Carries out any other duties as and when required by supervision.
9. Works with others in emergency situations / out of hours when required.
10. Works with others during Winter Maintenance / out of hours when required.

**Generic Duties and Responsibilities**

* To contribute to the continuous improvement of the services of the Boroughs of Wandsworth and Richmond.
* To comply with relevant Codes of Practice, including the Code of Conduct and policies concerning data protection and health and safety.
* To adhere to security controls and requirements as mandated by the SSA’s policies, procedures and local risk assessments to maintain confidentiality, integrity, availability and legal compliance of information and systems.
* To promote equality, diversity, and inclusion, maintaining an awareness of the equality and diversity protocol/policy and working to create and maintain a safe, supportive and welcoming environment where all people are treated with dignity and their identity and culture are valued and respected.
* To understand both Councils’ duties and responsibilities for safeguarding children, young people and adults as they apply to the role within the council.
* The Shared Staffing Arrangement will keep its structures under continual review and as a result the post holder should expect to carry out any other reasonable duties within the overall function, commensurate with the level of the post.

**Additional Information**

To be on standby /call out for Winter Service Provision and civil emergency response.

Provide support as required in the day-to-day supervision of Richmond’s depot arrangements, including the assessment of Health and Safety, preparation and implementation of improvement programmes.

**Current team structure**

**Person Specification**

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| --- | --- |
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**Our Values and Behaviours**

The values and behaviours we seek from our staff draw on the high standards of the two boroughs, and we prize these qualities in particular:

**Being open.** This means we share our views openly, honestly and in a thoughtful way. We encourage new ideas and ways of doing things. We appreciate and listen to feedback from each other.

**Being supportive.** This means we drive the success of the organisation by making sure that our colleagues are successful. We encourage others and take account of the challenges they face. We help each other to do our jobs.

**Being positive.** Being positive and helpful means we keep our goals in mind and look for ways to achieve them. We listen constructively and help others see opportunities and the way forward. We have a ‘can do’ attitude and are continuously looking for ways to help each other improve.

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| **Person Specification Requirements** | **Assessed by A &**  **I/ T/ C (see below for explanation)** |
| **Knowledge**  |
| An understanding of Health and Safety at Work Act | I |
| Understanding of the Council’s requirements in respect of demonstrating a courteous manner towards all members of the public and Council employees | I |
| **Experience**  |
| Previous experience of working in the street lighting industry | I |
| **Skills**  |
| Ability to work safely to a hard standard and at an acceptable productivity rate |  |
| Ability to understand basic plans and drawings | I |
| Ability to work at height on ladders and hoists | I |
| Must be self-motivated and an effective team player | I |
| Ability to use own initiative |  |
| Proven numeracy and literacy skills | I |
| Effective communication and interpersonal skills | I |
| Enthusiastic and willing to learn | I |
| Must be able to work late or early hours and /or weekends when the need arises | I |
| Must have own basic tool kit |  |
| Must be able to participate in emergency call-out rota and winter gritting standby rota | I |
| **Qualifications** |  |
| NRSWA Accreditation (Units 1 – 9) or ability to achieve this | I |
| G39 certification and City of Guilds Electrical qualifications | I |
| Willing to attend training courses relevant to the post | I |
| Possess full UK Driving Licence | I |
| Possess a Class 2 HGV Driving Licence (or willing to take training) | I |

**A – Application form**

**I – Interview**

**T – Test**

**C – Certificate**