



ST JOHN'S COLLEGE CAMBRIDGE

**Further particulars for the post of
Painter**

Requirement

St John's College wishes to appoint a Painter on a permanent basis.

St John's College

St. John's College was founded in 1511 by Lady Margaret Beaufort, the mother of King Henry VII. It is one of the largest of the University colleges and has some 530 undergraduate and 320 post-graduate students, and around 160 Fellows in a very wide range of academic disciplines. The charitable purposes of the College are the advancement of education, religion, learning and research. The College is currently able to accommodate all its students in College and nearby hostels and houses. All Fellows have a study in College and some are fully resident in College. Additionally, the College employs some 250 Assistant Staff. The College is a highly international community with approximately 15% of its undergraduates and 55% of its graduates coming from overseas.

Further information on the College can be found on the College website www.joh.cam.ac.uk.

College Aims: the College's statutory aims are the advancement of education, religion, learning and research.

Department Aims: The Domestic Bursar's aim is: to provide cost effective, efficient and timely support services, well-motivated and trained staff and appropriate revenue generation in order to enable the College to fulfil its statutory and strategic aims.

Principal Responsibilities and Duties

Job title: Painter

Department: Maintenance

Responsible to: Superintendent of Buildings

Job Purpose: To carry out internal and external decorations to College property

Principal Responsibilities

To contribute to an effective and efficient programme of general maintenance, repair and improvement of College properties, the post holder will:

- a. Undertake redecoration works both internally and externally
- b. Be responsible for the replacement of glazing as required
- c. Fix name plates to staircases, doors etc, to College properties, as directed by the section head

To contribute to the effective and efficient running of the College, the post holder will:

- a. Give assistance to other College Departments as required and directed by the section head

Undertake other suitable maintenance tasks and relevant duties, and provide assistance to the general organisation of College life, as maybe required from time to time by the section head.

Assist other operatives and sub-contractors working for the Maintenance Department

Resources Managed / Facts and Figures:

- a. The care and control of allocated tools and equipment whilst at work
- b. The care and upkeep of PPE equipment
- c. Booking out of materials

Decision-making

1. Health and Safety
 - a. How to implement the work safely in accordance with Health and Safety regulations
2. Who will be affected by my actions
3. Whether to repair or renew defective items
4. Choice of materials appropriate for the work
5. Should a problem be referred back to my line manager

Person Specification

Set out below are the qualifications, experience, skills and knowledge that are the minimum essential requirements for the role or are desirable additional attributes.

Qualifications, Knowledge and Experience:

1. An approved training course such as, City and Guilds, NVQ or apprenticeship
2. Extensive and suitable relevant painting and decorating knowledge
3. Experience on working with the removal and replacement of glass

Skills, Abilities and Competencies:

1. Competent in the use of relevant materials and a skilled applicator
2. An ability to work on items of fine detail
3. Awareness and ability to implement the Health and Safety regulations
4. Ability to work with others and as part of a team

Terms and Conditions

Length of post:	Permanent
Salary:	The salary for the post will be £26,376.01 – £28,612.42 (depending on experience) plus benefits including an annual market supplement of £4,050.90
Hours of work:	40 hours per week
Location:	The role is based in Cambridge.

Contractual benefits include:

- Membership of a Defined Contribution Pension Scheme after a qualifying period

- Additional Christmas salary payment
- Annual leave of 36 working days (inclusive of Bank Holidays)

Other benefits include:

- Free lunch in the College's Buttery Dining Room (subject to a monetary limit)
- Access to a 'cash plan' healthcare scheme currently provided by Simplyhealth which provides some financial assistance towards the cost of everyday health expenses such as sight tests or dental check-ups after a qualifying period
- Free car parking close to the College (subject to availability)
- Free use of an on-site Gym
- Free life cover

The appointment will be subject to an initial probationary period of six months during which the appointment may be terminated by one week's notice on either side. Following the successful completion of the probationary period, the period of notice is one month on either side.

Recruitment Process

Please include in your application:

- A completed application form;
- A brief covering letter summarising why you believe yourself to be suitable for the role and why the role appeals to you;
- A full c.v.

Applications should be sent:

by email to: recruitment@joh.cam.ac.uk

or by post to: HR Department, St John's College, Cambridge, CB2 1TP

to arrive no later than **9.00 am** on **6th June 2022**. Interviews are expected to take place on **13th and 14th June 2022**.

In applying for this role, you will provide personal data which the College will process in accordance with its data protection obligations and its Data Protection Policy. Please see attached for a copy of our Data Protection Statement for further information about how we process your personal data.