

EMPLOYMENT ACADEMY JOB DESCRIPTION

12 MONTH FIXED TERM CONTRACT

THIS ROLE IS ONLY OPEN TO UNEMPLOYED CLWYDALYN RESIDENTS

Job Title:	Trainee Site Joiner – Fixed Term Contract for up to 12 Months
Team:	Construction- Llangefni
Reporting To:	Site Manager
Salary:	National Minimum / Living Wage
Hours of Work:	Monday-Friday 7:30am – 5:00pm

General Description / Overview:

General work assisting the site joiner including site preparation and clearance and maintaining general site tidiness. To assist with storage, lifting, fetching supplies, unloading and checking deliveries.

Performing tasks to include assisting the site joiner in building and installations of wooden or part wooden items which form part of buildings both internal and external.

You will need a valid CSCS card to apply for this role.

The Employment Academy:

The Employment Academy offers up to 12 months paid employment to unemployed residents of ClwydAlyn. As part of the Academy the post holder will receive:

- On the job support and training
- Formal qualifications including Employability training.
- Paid employment for up to 12 months
- Support of a Mentor
- Assistance to secure employment at the end of the contract

As part of the Employment Academy, the post holder will be expected to:

- Attend work every day on time
- Undertake all training as stated on the job description
- Attend suitable work placements with other companies
- Attend regular sessions with your Mentor to discuss progress
- Commit to applying for employment opportunities towards the end of the fixed term contract

To demonstrate your suitability for this role, you may be asked questions on the following at interview:

- Awareness of Health and Safety practices
- Ability to work flexibly
- Ability to meet deadlines and work to tight schedules
- Ability to follow instructions and procedures
- Willingness and commitment to learn and develop
- Ability to work in a team
- Fit and able to carry out manual handling labouring activities

Key Tasks:

- Maintaining site tidiness at all times
- Assisting joiners on-site.
- Handle and transport construction materials and equipment.
- Follow instructions from supervisors to perform manual labour tasks
- Report issues with equipment or unsafe conditions.
- With support, to make sure all Health and Safety policies and procedures are followed at all times, raising any safety concerns immediately.
- To follow Health and Safety rules at all times making sure the appropriate PPE is always worn

Other:

Work is very physical, requiring regular lifting and carrying. Work also requires the operation of hand power tools. The role is site based. Where safe to do so, you will be expected to work on site, outside in all weathers.

Training Provided:

- Manual Handling
- First Aid at Work
- Working at Heights
- Safeguarding
- Equality & Diversity

The post holder will be supported to gain the above qualifications during the fixed term contract.

Creating Enterprise is committed to Equality and Diversity in our activities.