

JOB VACANCY - Electrical Apprentice (Fire)

Folgate Safety are looking for an electrical apprentice over 16 years old to join our team in undertaking electrical installations, periodic inspections and testing.

Working under the supervision of the Electrical Manager and our Fire Alarm Engineers you will also install, service and test commercial fire alarm / emergency lighting systems and develop your knowledge of fire safety matters.

Based in Desborough, Northamptonshire we primarily work in the Midlands / North London areas, and you will be expected to make your own way to our office in time to start work.

As your training progresses, your salary will increase. When qualified you will be offered a competitive salary, company van and mobile phone.

You must live in Northamptonshire or a surrounding County, e.g. Leicestershire.

We are a fast growing company, established in 2010 who want to invest in training / developing our own staff. We have recently achieved NICEIC company accreditation.

£5.00 per hour, 38 hours per week

Please send a CV & covering letter to dan@folgatesafety.co.uk

Closing date for CV's is Friday 22nd September 2017

SECTION ONE

Business: Folgate Safety	Post Title: Electrical Apprentice (Fire)
	Grade: £5.00 per hour

SECTION TWO

Responsible to: Electrical Manager – Leon Lucas

Responsible for: Assisting others to ensure that client's fire & electrical systems / equipment are compliant to current standards and installing or modifying where required.

SECTION THREE – Overall purpose of job

1. The demand for our services is increasing rapidly and a vacancy has arisen to join the team in an exciting industry.
2. To test and inspect electrical installations.
3. To service, install and maintain fire safety systems, equipment and undertake assessments as required.

SECTION FOUR – Principal Responsibilities / Requirements

1. Assist others to undertake driver checks on business vans and take responsibility for its clean and tidy condition.
2. When able to, drive in a professional and safe manner at all times.
3. Undertake installation works with small hand tools in a safe and productive manner
4. Undertake tasks in line with British standards, training and work policies
5. Train clients in their responsibilities for legal compliance
6. Develop knowledge of health and safety and relevant standards
Keep up to date with changes in legislation and news..
7. The post holder should have knowledge of all Microsoft Office computer programmes (Word, Excel, Powerpoint).
8. Post holder should be confident and knowledgeable of the internet and search engines (like Google) Only minor training will be provided The post holder may from time to time be required to carry out other duties provided they are within the general level of responsibility of the post and within the abilities of the post holder.
9. Assist with the owners other business in the local area, as required in line with level of responsibility.
10. Candidate will be customer facing, and must be professional and presentable
11. Initial disciplines will be:
 - Electrical installations & Testing
 - Fire alarm service and installations
 - Emergency lighting service and installations
 - Portable Appliance Testing of electrical equipment

The business currently undertakes 35 disciplines / services of which further development opportunities will be offered if requested / required.

SECTION FIVE – Required Skills/Expertise

- Minimum of A-C grade GCSE in Maths, English and Science
- Good communication and customer relation skills
- Attention to detail and ability to apply analytical thinking in problem solving.
- Knowledge of procedures for servicing of fire systems and other associated products to British Standards.
- Ability to build successful relationships with customers
- Full UK Driving Licence (or working towards it)
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SECTION SIX – Special features of the post

The post holder will be required to work Monday – Friday, Typically between 8am – 6pm and expected to work a minimum of 38 hours per week.

The post holder will live in Northamptonshire (or a surrounding County), and share an 'on call' rota, one week in three when qualified.

Some infrequent overnight stays will be required, expenses paid for by the company.

The post is permanent, subject to successfully completing a 3 month probationary period.

Holiday entitlement is per the staff handbook. Statutory Sick pay only after completion of probationary period when in permanent employment..

There is no bonus scheme but, bonuses will be paid depending upon performance of the post holder and the overall business.

If the post holder fails to maintain a high level of competence in the role, they will be subject to disciplinary action.

Created on 5th September 2017 by Dan Folgate