



George Heriot's School

Founded 1628

Job Description

Job Title: Electrician – Permanent
Responsible to: Estates Works Manager
Hours of Work: 37 hours per week, Monday to Friday.

Summary of Position:

The Electrician is responsible for performing a variety of electrical works throughout the Heriot's School Campus and other properties throughout the year.

Main Duties:

Based on the School's main campus and responsible to the Estates Works Manager, the main duties of the Electrician include but are not limited to:

Executing, to a high standard, all electrical tasks, as directed. These include:

- Upgrading of existing circuits and lighting
- Installation of cable containment systems
- Inspection and Testing of existing and new systems
- Ensure all Health and Safety procedures are adhered to at all times
- Ensure the care, safe storage and stock control of all materials and equipment used.
- Any other duties as deemed reasonable and necessary by the Premises Works Manager

Skills & Qualifications:

- Fully qualified Electrician (valid grade card and 18th Edition certified)
- Good knowledge of electrical/mechanical installations, single and 3 phase power.
- Ability to trace faults, problem solve and seek solutions to faults and failures.
- Ability and experience of working independently or alongside our other trades.
- Thorough knowledge of electrical safe working practices, including isolation, plus an awareness of current statutory requirements, including a general understanding of H&S and the risk assessment process.
- Experienced and competent in all aspects of electrical planned, preventative and day to day reactive maintenance issues, with extensive experience in fault finding on complex electrical installations.
- Flexibility, being well organised, and manage their own workload. Able to project a professional image and demonstrate a proactive attitude in work related issues.
- Basic knowledge of IT to be able to use our Support Request System and search for parts and solutions on the internet.

- Full UK Driving Licence

Additional Information

- This post is considered Regulated Work with Vulnerable Children and/or Protected Adults, under the Protection of Vulnerable Groups (Scotland) Act 2007. As such, the successful candidate will be required to gain membership of the PVG Scheme.

George Heriot's School is governed by George Heriot's Trust, Scottish Charity number SC011463