

Job Description

Job Title: Plumbing & Heating Maintenance Engineer **Grade:** C

Department: Works **Salary:** £. £39,100

Line Manager: Director of Property

The job description is an operational document that does not form part of the contract of employment. It may be that from time to time an individual is expected to perform tasks that may not be expressly in the job description but are nonetheless necessary in the day to day performance of their duties. St Paul's Cathedral reserves the right to amend the job description as may from time to time be necessary to meet the changing needs of the organisation.

Purpose of the Job

The Plumbing and Heating Maintenance Engineer works within the Works department, and as part of the team, to carry out plumbing, heating and maintenance of the drainage systems at St Paul's Cathedral to a safe and high standard and in an efficient and responsible way, with consideration to the historic fabric, to deliver the annual programme of works.

The Works department plays a leading role in the maintenance, conservation and repair of St Paul's Cathedral, the precinct and its properties.

Main Duties

- Working with the Works Facilities Manager, to plan and implement a sustainable maintenance programme that is sustainable and compliant.

Compliance:

- Work to the heating, plumbing and drainage regulations to ensure legal compliance in gas safety, water safety and electrical safety.
- Understand pre-construction checks to ensure a safe working environment (Asbestos Awareness etc).
- Carry out inspections of plant and equipment to ensure legal compliance.

- Carry out and record in writing risk assessments and method statements in accordance with the Cathedral's Health & Safety Policy for work to be undertaken, specifying any personal protective equipment required.
- Obtain any required Permits to Work.
- Keep appropriate records of all inspection, testing and maintenance.

Health & Safety:

- Under the Health and Safety at Work Act 1974, whilst at work, take reasonable care for your own health and safety and that of any other person who may be affected by your acts or omissions. In addition, you must co-operate with the organisation on health and safety and not interfere with, or misuse, anything provided for your health, safety or welfare.

Sustainability:

- Utilise sustainable materials.
- Ensure all new projects reduce the carbon footprint and enhance the sustainability of the cathedral and precinct properties.
- Reduce waste.
- Work towards carbon net zero and the Cathedral Sustainability Policy.

Other Duties:

Daily:

- Troubleshoot any problems with the plumbing, heating and drainage systems.
- Upkeep of the lavatory systems throughout the Cathedral and properties.
- Running of the hot water systems.

Weekly:

- Clean or replace, where necessary, all filtration systems, out of hours. These include Restaurant, Café, Toilets, Conference Room and Shop.

Periodic:

- Upgrade the cisterns in the public lavatories, when required.
- Shutdown works, which include drain cleaning and clearance.
- Works for insurance inspection.
- Undertake safety training and ensuring continuous professional development as may be determined by the Director of Property.
- Assist with preparing the cathedral floor for special services and events including assisting with furniture movements and stage set ups.

In addition, be familiar with the system of permissions required for projects; internal fabric meetings, Chapter, Fabric Advisory Committee, Cathedral Fabric Commission for England, Scheduled Monument Consent, Listed Building, Planning Permission and Building Regulations, for which guidance will be provided.

Person Specification

Essential:

- Hold a recognised plumbing qualification, preferable City & Guilds Advanced Craft.
- Significant and proven experience of industrial plumbing work since qualification.
- Knowledge of plumbing costing and be able to apply the disciplines necessary to ensure rigorous cost control.
- Proven planning and organisation skill.
- Able to produce clear written reports.
- Be a good team player and have a courteous and professional manner towards colleagues and visitors.
- Have good interpersonal skills and show evidence of drive and initiative.

Desirable:

- Gas Safe Registered
- Knowledge of Leadwork

The individual will be in sympathy with, and in their work support, the Christian aims and mission of St Paul's Cathedral.