

TAFF

We deliver great homes and services
and support communities to thrive.

Taff is responsible for over 1,500 homes across Cardiff and we provide support services to people across four local authorities in South East Wales.

We develop and deliver reliable services. Building and maintaining quality homes, working with local communities and building long-term partnerships.

As we continue to grow, we'll continue to use our position of influence to create positive change.

Our Values

We inspire
Trust



We are
Ambitious



We are always
Learning



We are
Kind



Advert

Would you like to work for a dynamic and growing organisation?

We would like to hear from 18th edition qualified Electricians who can diagnose faults and carry out repairs, capable of new installations and certifying their own work.

This is an exciting job where work varies from minor repairs to full kitchen wiring upgrades. You can feel a real sense of achievement from being an active part of "One Taff", getting maintenance work right first-time using good equipment and receiving customer satisfaction feedback.

Role: Electrician

Responsible to: Team Leader

Team: Repairs Team

What you'll do...

To provide a high quality and cost-effective repairs, maintenance and planned preventative maintenance service to Taff Housing Association and its customers. Carry out the full range of repairs, maintenance and planned improvement duties, with the main emphasis on electrical works at various domestic properties within Taff, for all areas of operation. Carry out other multi-skilled duties as required by the needs of the business, including on occasions, working outside your normal area of operation.

What you will be responsible for?

- Using a working knowledge of electrical systems, undertake repair, maintenance, fault-finding and diagnostics on existing domestic systems in line with the current Edition of Wiring Regulations as directed and programmed by the Taff.
- Carry out installation of new electrical systems, to customer standards and to maintain those systems while upholding safety guidelines. Complying with current codes and regulations as directed and programmed by Taff.
- Carry out electrical inspections, tests and audits of systems within Association properties as directed and programmed by Taff.
- Carry out property condition inspections and report on any faults or defects to your line manager.
- Control and monitor stock levels held within designated company vehicles, including ordering materials and plant as required.
- Carry out minor asbestos works (CAT B TRAINED)
- To be able to install and maintain close circuit television.
- Be responsible for the care and condition of all vehicles, plant, tools and equipment issued to or used by you, completing all pre-use or scheduled safety inspections as required.
- Ensure that all the necessary documentation and/or verbal reports relating to unsafe equipment/vehicles are immediately communicated to your line manager, advising your line manager of any defects requiring repair.

- Ensure that unsafe equipment is stored and/or labelled in such a way as not to present a danger to anyone else.
- Work to operational procedures, safe working practices and Health and Safety procedures and approved codes of practice, as appropriate.
- Attend safety meetings, training, toolbox talks, and briefings as directed and programmed by Taff.
- Be responsible for completing dynamic risk assessments when arriving at site, checking that the safety of yourself and/or others will not be compromised by the work you will be doing.
- Ensure that all accidents, incidents, near miss events or potential hazards are reported to your line manager immediately using the company reporting forms.
- Ensure that work areas are kept in a safe condition whilst work is being carried out and that the area is left in a safe and secure state at the end of each job.

The Person

Skills, Experience and Qualifications

Essential

- City & Guilds or NVQ Level 3 in relevant Electrical subject.
- 18th Edition qualification (2380/81 or BS7671).
- Test & Inspection certificate – C&G 2391.
- A comprehensive knowledge of all aspects of electrical installation work.
- Experience of working as part of a team.
- Full clean driving licence
- Effectively organizes use of own time and available resources.
- Organizes, plans, and prioritizes work effectively to meet deadlines and objectives.
- Demonstrates a conscientious approach to meeting the needs of tenants, thus ensuring a high-quality service is delivered.
- Competent in the use of smart phone technology, including the ability to send and receive email, calendar appointments, documents, and photographs. Experience of using job scheduling software.

- Ability to sustain a professional relationship with client and colleagues and be aware of boundaries.
- Ability to represent the organization and network with other agencies and develop relationships in a professional manner. Desirable:
- Actively seeks out ways of doing things differently and embraces changes.
- Conduct customer satisfaction surveys.
- Complete all works in accordance with the specifications, in compliance with relevant legislation, trade body and industry standards and best practice.
- Work to operational procedures, safe working practices and Health and Safety procedures and approved codes of practice, as appropriate.

Desirable

- Multi-trade experience with knowledge of carpentry, tiling, roofing, plastering, plumbing and painting etc.
- Any other building related qualifications or training.
- Actively seeks out ways of doing things differently and embraces changes.
- The ability to communicate in Welsh or a relevant Community language.
- Ability to research and disseminate relevant information.
- Experience of working in occupied domestic properties.

We'd also need you to be...

- Digitally savvy, able to use Taff's latest technology/kit.
- Comfortable to work in an agile environment, with a focus on 'getting the job done'.
- Actively anti-racist and tackle all types of discrimination, not just for our customers, but for our colleagues too, welcoming and celebrating difference.
- Possess a positive 'can do' attitude and actively contribute to creating an awesome Taff culture.

We ask all Taff employees to...

- Keep up to date with changes in systems, policies, procedures and working practices.
- Take ownership for your personal safety and that of those around you.
- Take the opportunity to develop your skills and knowledge.
- Contribute to a happy and positive workplace.

*This job description is indicative of the range of current duties and responsibilities for the post. It is not comprehensive. This post is expected to develop over time with the skills and knowledge of the post holder and it is essential therefore, that it is regarded with a degree of flexibility, so that changing needs and circumstances can be met. All changes will be discussed with the post holder.

Conditions of Service

Salary £31,211

Contract Type Permanent

Working Week 40 hours a week, normally Monday – Friday.

Location Based at Head Office at Alex House, Canton, Cardiff CF5 1JD, working at our properties within the Cardiff area.

Colleague Benefits

- 25 days annual leave (extra 1 day leave after 5 & 10 years' service – total of 27 days)
- 4 extra concessionary days and public bank holidays.
- Defined Contribution SHPS Pension scheme with a maximum contribution of up to 9.25%.
- Enhanced sick and maternity pay
- Simplyhealth cash plan covering optical, dental, chiropractic treatment and more.
- Permanent Health Insurance through Canada Life.
- 'WeCare' service through Canada Life for employees and their household giving access to GP consultations, specialist counselling and many other services
- Employee Assistance Programme through LifeWorks

Criminal Records Basic Disclosure and Barring Service (DBS) check will be necessary for the successful applicant, and appointment will not be confirmed before a satisfactory disclosure is received.

References Two satisfactory professional references covering the last 3 years; including one from your current employer (family members cannot provide references).

Probationary Period: 6 Months

To apply for this vacancy please email a copy of your CV, together with a completed Equal Opportunities form to - peopleservices.mailbox@taffhousing.co.uk.

[Equal Opportunities Form](#)

Closing Date: Wednesday 8th June 2022 at 9 am

Interview Date: Wednesday 15th June 2022