

Role Title	GENERAL LABOURER
Corporate Focus	LHAPS
Objectives	To assist in the provision of an effective and first class maintenance service to the Association's tenants. To assist in the provision of an efficient and effective estate management programme
Accountability	LHAPS Supervisor
Management Responsibility	None
Main Location / Base	Blar Mhor Industrial Estate
Hours of Work	37.5 hours per week
Date Approved	April 2024

Key Activities
<ol style="list-style-type: none"> 1. Driving of vehicles for the transportation of work teams, tools, equipment and materials. 2. Maintenance activities – grass cutting, hedge trimming and ground clearing etc. 3. Hard Landscaping – laying paths/slabs, fence erection, drainage installation etc. 4. Soft landscaping – planting, turf laying, weeding etc. 5. Clearance of properties and outside areas where required. 6. Assisting where necessary the LHA Group maintenance team members in carrying out their duties. 7. To assist with the cleaning of the communal tenanted or factored flat areas on a rota with the duties including but not limited to mopping floors and cleaning windows. 8. To assist in the cleaning of void properties when required. 9. To keep all items supplied by the LHA Group in good working order. 10. To maintain accurate maintenance records. 11. To operate within a computerised work planning system, of which, full training would be provided. 12. To act in accordance with corporate policies, including, but not limited to Health and Safety and Data Protection. 13. To ensure that any allocated vehicle is at all times used and maintained in a safe, roadworthy and clean condition, and is kept securely when not in use.

Other Responsibilities

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| <ul style="list-style-type: none">• To represent the Lochaber Housing Association Group positively and effectively at all times.• To be familiar with, observe and uphold all policies and procedures relevant to this role.• To communicate effectively with colleagues to ensure high quality service provision and performance.• To contribute constructively and effectively to the resolution of any complaints from service users and customers.• To comply with all relevant statutory and regulatory requirements.• To ensure that all premises used by the LHA Group’s maintenance staff are used and maintained in a safe and clean condition and meet the requirements of the LHA Group Health & Safety policy.• To undertake any other duties on behalf of the LHA Group as reasonably requested by the Supervisor. |
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Specific Resources Associated with this role

ICT, PPE, Mobile Phone, Works Vehicle.
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Key Relationships
