

Job description

Job Title	H&S Compliance Safety Operative
Reports to	Quality and Safety Compliance Manager
Primary responsibilities	The post holder will carry out a range of reactive and planned maintenance tasks to the relevant statutory requirements following fire safety inspections, fire risk assessment, internal & external audits and scheduled tasks.
Accountabilities	<p>To carry out remedial works following fire risk assessments and other fire safety related inspections (within scope and experience).</p> <p>To carry out fire safety repairs and maintenance to the relevant statutory requirements following the identification of defects through audit and checks.</p> <p>The list includes, but is not exhaustive of:</p> <ul style="list-style-type: none"> • Repair / replacement of fire door(s) and their ironmongery (door closers, hinges, intumescent strips/seals, thumb turns etc) • Fitting drop seals or sourcing suitable products to ensure fire door compliance • Applying appropriate signage to environments • Repair / replacement of compartmentation of environments to ensure fire safety compliance • Replacement of detector and emergency lighting bulbs • Fitting / replacing domestic detectors and/or carbon monoxide detectors <p>Preventative maintenance planning:</p> <ul style="list-style-type: none"> • Regular internal inspections, visits and review of assets and equipment • Review defects / issues reported through the governance systems, identifying common themes for further investigation • Conduct RCAs on maintenance related events <p>To ensure all works are carried out to a high standard and in line with the statutory requirements</p>
Person Specification	
Knowledge and Experience	<p>Knowledge of:</p> <ul style="list-style-type: none"> • Fire Safety legislation, including Fire Safety Order 2005 • Property compliance requirements, inspection types and frequencies <p>Skills and experience:</p> <ul style="list-style-type: none"> • Carpentry skills desirable • Ability to research and source alternative products to ensure safety and future-proofing of environments • Self-motivated and a team player

	<ul style="list-style-type: none"> • Excellent time management and organisational skills • Ethical and professional behaviour • Ability to use initiative and work with conflicting deadlines • Experience of working in care home settings is desirable
Requirements	<ul style="list-style-type: none"> • Full driving licence is essential

