

LONDON BOROUGH OF LEWISHAM

JOB DESCRIPTION

Designation:	Electrician	Grade:	PO2
Reports to (Designation):	Electrical Manager	Grade:	PO5
Directorate:	Housing	Section:	Repairs

Main Purpose of the job:

Lewisham Council is seeking a skilled and experienced Electrician to join our Responsive Repairs department within our Housing Directorate. The successful candidate will play a key role in ensuring the efficient operation and maintenance of electrical systems across all Responsive Repairs workstreams. The role holder will be expected to climb ladders, work at heights and in confined spaces, lift and move heavy objects, tools, and materials safely and undertake other tasks as necessary for the completion of the work with a high regard to health and safety to themselves and others.

Summary of Responsibilities and Personal Duties:

- Conduct regular inspections and preventive maintenance on electrical systems within Council-owned buildings.
- Troubleshoot and repair electrical faults and issues.
- Ensure compliance with relevant regulations and standards in all electrical maintenance activities
- Installation of new electrical systems and equipment.
- Collaborate with contractors and internal teams to implement Provide rapid response to electrical emergencies and participate in on-call rotations as needed.
- Work closely with other maintenance and emergency response teams to address critical issues.
- upgrades and improvements to existing electrical infrastructure.
- Ensure compliance with health and safety regulations and industry standards in all electrical work.
- Conduct risk assessments and implement safety measures to protect employees, residents, and visitors.
- Carry out a range of specified works both as an individual craft professional and as a member of a multi-skilled team.
- Undertake inspection activities as directed by Supervisor/Management.
- Work in a range of properties throughout the Borough, including occupied tenancies and offices and unoccupied buildings.
- Be responsible for an allocated Lewisham Council vehicle for use while on duty. The role holder is therefore required to ensure that the vehicle is safely and correctly driven and all equipment, materials safely stored.
- Maintain excellent customer service in all areas of work and ensure continued personal development.
- Comply with all Lewisham Council policies, including contractual standing orders, financial regulations and all HR policies and procedures including Health & Safety and Equality & Diversity.

Number of fully managed staff: N/A

Title: N/A

Number of partially managed staff: N/A

Title:	Grade	No of posts
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Internal Contacts: These include colleagues with the repairs and scheduling team.

External Contacts: wholesalers, caretakers, tenants, ect.

To carry out the duties of the post with due regard to the Council's relevant policies, codes and procedures.

To carry out duties with due regard to the Council's values and behaviours.

All employees are required to participate in Appraisal and Performance Management processes and to undertake appropriate training and development, including mandatory induction training, identified to enhance their work.

Undertake other duties, commensurate with the grade, as may reasonably be required.

Consideration will be given to restructuring the duties of this post for a disabled postholder.

PERSON SPECIFICATION

JOB TITLE: ELECTRICIAN

POST NO: 60326

DEPARTMENT: REPAIRS

GRADE: PO2

Note to Candidates

The Person Specification is a picture of the skills, knowledge and experience needed to carry out the job. It has been used to draw up the advert and will also be used in the shortlisting and interview process for this post.

Those categories marked 'S' will be used especially for the purpose of shortlisting. Please ensure that Equality and Diversity issues are addressed specifically in relation to the role for which you are applying when addressing the requirements of this person specification where appropriate.

If you are a disabled person, but are unable to meet some of the job requirements specifically because of your disability, please address this in your application. If you meet all the other criteria you will be shortlisted and we will explore jointly with you if there are ways in which the job can be changed to enable you to meet the requirements.

Equality & Diversity

Awareness of and a commitment to Equality of Access and Opportunity in a diverse community
Understanding of how equality and diversity relates to this post

Knowledge & Experience

Experience of working within occupied domestic properties.
Experience of commercial installations. I.e. installation of steel trunking, and conduit systems, would be desirable.
Experience of working within occupied domestic properties
Thorough understanding of the 18th Edition of the wiring regulations (BS 7671) and the ability to stay updated with the latest amendments.
Proficient use of testing and measurement equipment relevant to the electrical trade.
Experience and provides examples of report writing and conveying of information.
Experience of working independently making decisions required for the completion of jobs.

General Education

Degree or equivalent qualification in Electrical Engineering (S)
City & Guilds Level 3 Certificate in Electrotechnical Technology (or equivalent) or completion of recognized apprenticeship programme. (S)
NVQ Level 3 and above (S)
18th Edition certification (S)
City & Guilds 2391-52 Level 3 award in initial and periodic inspection and testing of electrical installations
Ability to conduct Electrical Installation condition reports (EIRC) (S)
Good level of literacy and numeracy.
A clean, Full UK driving license (S)

Personal Qualities

We are looking for someone who takes pride in their work and focuses on customer satisfaction and safe working practices.

DBS Disclosure Required? No ☐ Basic ☒ Enhanced ☐

(Tick as appropriate – guidance available from your HR Advisor)

Physical

Generally candidates must meet the standard Lewisham requirements for the post