

Job Code **Multiskilled Labourer (New Build)**

Reporting to: Site Manager

Purpose: Accountable for the serials of jobs to maintain site safety

Achieving Results

Multiskilled Labourer should be able to demonstrate a proactive attitude towards achieving successful outcomes in the following key areas:

- Managing securing all properties and opening each morning and evening and ensuring all properties are left tidy and nothing damaged within.
- Waste champion in segregating the correct waste into the correct skips in accordance with CEW guidelines
- Managing clean up notices for all contractors on site and liaison with site team to maximise any recovery from trades not doing their works
- General cleanliness of the site compound
- Daily checks of all external hoarding/perimeter fencing and ensure it is to Lovell standards
- Daily recording of noise monitoring for all site activities on site
- Ensure no deliveries are allowed on site during embargo hours
- Managing deliveries and storage container materials onto site and manage MRN's to get to office
- Mastic works that are urgent for scaffold drops if required
- Carpentry works for safety boards etc on site
- Work along with apprentice and ensure they are working safely and to Lovell standard
- Working relationships
- Plot Presentation
- Add to daily checks of all external hoarding/perimeter fencing and ensure it is to Lovell standards - and maintain the barriers and signage on site to accord with the Traffic Management/PAVES plans and work with the team and supply chain to ensure safe working environment is maintained.
- Considerate Constructors Scheme
- Adherence to LIBMS procedures

Managing the Process

Production and programme

- Understand programme for site and ensure that all safety elements are maintain through the build programme.

Cost Control

- Ensure that Sub-contractors clean up notices are followed through

Material Delivery and Control

- Ensure records are kept and organisation of materials that are delivered

Health, Safety and Environment

- Take responsibility for the monitoring of safe execution of all works in accordance with current legislation and Company procedures. Liaise with the build team & Company Safety team, NHBC and other enforcing authorities.

Other

- Health and Safety - All employees have a statutory duty to look after their own safety and to give due consideration for the safety of others. Employees also have specific responsibilities as set out in the Company Health and Safety Policy.
- Equality & Diversity - All employees must comply with the Company Equality and Diversity Policy, ensuring that at all times behaviour is fair and non-discriminatory.

Serving the Customer (Internal and External)

Sales / Customer Liaison

- Ensure that the sales areas are kept clean and liaison with the sales team on any daily issues.

Liaison with external agencies

- Liaison with the site team

Delivering Quality

Quality Control

- Achieving high score on our H&S tours and that site is well presented

Site Presentation

- As a member of the site team ensure that site is kept tidy and that the site is presented in a clean, tidy, professional manner.

Managing People

Monitor and Feedback on Performance

- Cultivate strong relations with site teams and trades - ability to both critic and drive high performance

Comply with Lovell Policy, Procedures and Employment Legislation, relating to;

- Induction
- Waste management
- Daily safety briefing

Regularly Communicate

Multiskilled handyman will communicate and update all members of the team via:

- 3pm daily meetings
- Safety tours
- Team meetings

Give and Receive Feedback

Handover Managers will give and receive feedback relative to their working environment by:

- Site inspections
- Project team meetings
- As requested by subordinate or more senior staff
- Maintaining clear and open relations at all times with a positive attitude

Support Learning and Development

- Support staff to enable development in line with their PDP
- Encourage progression towards full professional membership, where appropriate

Technical Skills and Knowledge

	Basic	Intermediate	Advanced
Detailed knowledge of NHBC requirements		✓	
Detailed knowledge of Building Regulations		✓	
Understanding of structural principles	✓		
Knowledge of road and sewer construction	✓		
Knowledge of good trade practice		✓	
Knowledge of Health and Safety Regulations		✓	
Knowledge of environmental regulations		✓	

Training Matrix

A training matrix for this role, which includes all the compulsory training which is required, is published on the People Development site in INSITE. Full course descriptions explaining the content of these courses are also available on INSITE.