



Regional Painter

JOB DESCRIPTION

Role Purpose:

The purpose of this role is to provide a painting and decorating service primarily to E-ACT academies in Daventry and on occasion our London/Buckinghamshire hub. The role will primarily involve the relevant preparation and painting of corridors, classrooms, communal areas, toilets and offices in Academies as directed by the Estates Business Partner.

Key Accountabilities:

Reporting to the Estates Business Partner this post holder will be accountable for:

- Ensuring all areas are prepared professionally before painting and left in a tidy condition ready
- Cleaning after tasks have been completed. This will include moving furniture and equipment as required to complete the painting tasks
- Ordering painting materials in accordance with E-ACT procurement procedures
- Liaising with the relevant Estates teams to ensure safe and correct storage, maintenance and use of materials.
- Undertaking replacement and routine repairs and minor maintenance work as part of the preparation for painting.
- Keeping updating and/or returning all necessary documents and records as required.
- Undertaking PASMA training to undertake painting at height as required.

General Duties

- Working at any of the E-ACT Daventry academy sites and on occasion at our sites in London and Buckinghamshire, as required
- Identify and report any repairs, maintenance or replacements that require action
- Ensure adequate stock management of material and equipment
- Collect or order goods as required for completion of any painting or maintenance jobs
- To have a flexible approach around working hours if required
- Must be IT literate

Culture

- Responsible for the Health and Safety, security and welfare of self and colleagues in accordance with E-ACT's policies and procedures, reporting all concerns to an appropriate person.

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- Responsible for working in accordance with E-ACT's policy relating to the promotion of Equality, Diversity and Inclusivity

To undertake any other duties appropriate to the grade of the post as requested by your Line Manager

E-ACT is committed to safeguarding and promoting the welfare of its students and expects all employees and volunteers to share in this commitment.

Daventry, London & Buckinghamshire E-ACT Academies (October 2024):

- E-ACT Parker Academy, Ashby Road, Daventry, NN11 0QF
- E-ACT DSLV Academy, Hawke Road, Daventry, NN11 4LJ
- E-ACT The Grange School, Staverton Road, Daventry, NN11 4HW
- E-ACT Bourne End Academy, New Road, Bourne End, Buckinghamshire, SL8 5BW
- E-ACT Chalfont Valley Primary, Bell Lane, Little Chalfont, Amersham, HP6 6PF
- E-ACT Denham Green Primary, Nightingale Way, Denham Green, Denham, Uxbridge, UB9 5JL
- E-ACT Crest Academy, Crest Rd, Neasden, NW2 7SN
- E-ACT Braintcroft Primary Academy, Warren Road, Neasden, NW2 7LL
- E-ACT City Heights Academy, Abbots Park, London, SW2 3PW

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PERSON SPECIFICATION

Whether you're a 3 year old in nursery learning to explore the world around you, an 18 year old preparing to go to university, a new teacher understanding the demands of the job, a Head Teacher leading the learning in your academy, a member of the regional team ensuring efficient and effective operations or a trustee scrutinising and challenging the CEO, we want every single person within E-ACT to be driven by three core values:

- We want everyone to **think big** for yourselves and for the world around you;
- We want everyone to **do the right thing** in everything you do, even when this means doing something that's hard, not popular or takes a lot of time;
- We want everyone to show strong **team spirit**, always supporting and driving your team forward

We really believe that if we all do the right thing, support our teams and we all think big, believe big, act big, then the results will be big too!

This means that if you want to be part of E-ACT, you need to be able to embrace and embody these values in all that you do.

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OUR VALUES

Thinking Big	<ul style="list-style-type: none">• Show energy, enthusiasm and passion for what you do• Demand the highest quality in all that you do, and in the work of your team• Willing to champion new ideas and think beyond the status quo• Show an ability to think creatively and 'outside of the box' in your area of expertise, continually seeking improvements in what you do to make the organisation better• Be open to new ideas and change where it will have a positive impact on the organisation• Show a willingness to embrace different ideas and ways of thinking to improve E-ACT• Ability to 'look outside' – to continually learn about innovations in your field, new ways of doing things, and bring that learning into your work• Commitment to self-development, and developing your wider Team• Ability to self-reflect on yourself, your performance, and to think about how this could be improved further• Ability to encourage ideas from others in order to improve the organisation and build your team's confidence
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<p>Doing the Right Thing</p>	<ul style="list-style-type: none"> • Have integrity and honesty in all that you do • Make decisions that are based on doing the right thing, even when this means that they're unpopular or will lead to more work • Take responsibility and ownership for your area of work • Have difficult conversations or deliver difficult messages if that's what's required to do the right thing by our pupils • Be transparent and open • Be resilient and trustworthy • Stand firm and stay true to our mission
<p>Showing Team Spirit</p>	<ul style="list-style-type: none"> • Understand how you can have a greater impact as a team than you can as an individual • Understand how you are part of your immediate team but also a much wider organisational team, in working towards our mission • Recognise that everyone is important within E-ACT, and show an ability to build strong working relationships at every level • Recognise and celebrate the success and achievements, no matter how small, of your colleagues • Be generous with sharing your knowledge to help to develop others • Understand and be willing to receive suggestions and input on your area of work from others • Support your colleagues, even when this means staying a little later, or re-prioritising some of your work • Be aware of other peoples' needs and show an ability to offer genuine support • Show an awareness and respect for peoples' differences, and recognise how different characteristics and personal strengths build dynamic and great teams

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KNOWLEDGE, EXPERIENCE & SKILLS

Requirement **Assessed at**
E – Essential **A – Application Stage**

D – Desirable **I – Interview Stage**

 P – During the probationary period

		E	D	A	I	P
Organisational Fit	Thinking Big	X		X	X	X
	Doing the Right Thing	X		X	X	X
	Showing Team Spirit	X		X	X	X
Knowledge	Commitment to professional development	X		X	X	X
	Relevant maintenance/trade qualification or willingness to work towards	X		X	X	
	Knowledge of Health and Safety Regulations and how they apply in a school environment		X	X	X	X
	Knowledge of building cleaning standards		X	X	X	X
Experience	Experience of a range of painting and decorating duties	X		X	X	X
	Experience of working in an educational environment		X	X	X	
Skills	Ability to work effectively and supportively as a member of the regional and Academy teams	X		X	X	X
	Ability to act on own initiative dealing with any unexpected problems that may arise	X		X	X	X
	Ability to carry out minor repairs	X		X	X	X
	Ability to identify work priorities effectively	X		X	X	X
	Willingness to drive to E-ACT Academy sites in London & Buckinghamshire	X		X	X	X

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