FELDON VALLEY

Job Description

Job Title: Maintenance Operative

Reporting to: General Manager

Job Purpose: To work together to provide support and assistance in the Lodges and general areas to ensure Feldon Valley is always maintained to a high standard and taking responsibility for resolving problems as they arise whilst working in line with Feldon Valley's values of professionalism, integrity and team work.

Having the energy and confidence to converse with customers whilst working in a demanding and variable environment to ensure that the grounds and accommodation are maintained and exceeded without exception.

Who are We?

Feldon Valley was purchased by businessman, Thariq Ahmad, in 2013. His love of the Cotswolds and of Golf led him to Feldon Valley, a North Cotswolds destination with outstanding views of the glorious Cotswolds; and his passion to constantly improve both the Golf Course and Clubhouse has been undeterred. Thariq's vision has been made possible with the expertise of 360 Golf, a golf management company specialising in the redevelopment of Golf destinations.

In 2017, a multimillion pound redevelopment of the site commenced allowing Feldon Valley to grow as a Cotswold retreat for both socialising and pleasure. The Golf Course continues to deliver excellent results and now, for Spring 2018, Feldon Valley boasts a new Contemporary Cotswolds Clubhouse, restaurant & bar, alongside 5 lodges, under the new management of the General Manager who brings a wealth of experience and expertise in this field. With the investment and loyal, hard-working team hand-picked to join us on this new journey, Feldon Valley will become not just a Cotswolds destination but an unrivalled Cotswolds experience.

Role & Responsibilities

- Taking responsibility for all planned, preventative maintenance within the Lodges – creating the schedule and ensuring work is budgeted and completed on time.
- Adhoc maintenance of guest rooms and common areas.
- Maintenance inspections of guest rooms prior to arrival and post departure.
- Creating a network of external suppliers including electricians and plumbers – ensuring best possible prices for quality work.
- Being responsible for the maintenance of the public areas within the lodge complexes
- General maintenance of lodge rooms including drains, showers, plugs, replacing lightbulbs etc.
- Being first port of call for any issues that arise in the clubhouse eg. Plumbing.
- Monitor and Maintain health & safety and security in the workplace at all times.
- Keeping general areas clean, tidy and free of dirt and litter.
- Carry out repairs and touch-ups to lodges when required
- Identifying and reducing hazards where necessary
- Building good working relationships with housekeeping and estates teams
- Carrying out fire alarm testing on a weekly basis and ensuring records are up to date.

Key Requirements

- Competent and able to undertake repairs and maintenance without direction
- Good and effective communication skills
- Ability to work as part of a team and take instruction
- Ability to identify problems and report accordingly
- A good standard of spoken English.
- Ability to work on own initiative.
- Honesty.
- A good level of fitness – you will be on your feet for long periods of time.
- Committed to reducing risks within your working environment
- Willing to undertake DBS checks if required.

Reward:

We understand that passion and commitment works both ways, and we want our staff to forge a career here at Feldon Valley. Therefore, we reward our staff with:

- Competitive salary
- Staff Uniform
- Career progression
- 28 days holiday (inc BH's)
- Pension Scheme
- Access to childcare vouchers
- Free Hot drinks and fruit for staff in the rest room
- Use of the Golf Course (restrictions apply)
- A day off if your Birthday falls on a working day
- 25% Staff Discount in the restaurant
- Off peak access to the Fitness Room
- Long service awards
- Employee Assistance Scheme
- Bike to work scheme

Signed by Employee:

Print Name:

Date:

Signed on behalf of Feldon Valley:

Print Name:

Date: