



**Yorkshire  
Artspace**

## Job Description

<b>Job title:</b>	<b>Multi-skilled Tradesperson</b>
<b>Usual Place of Work:</b>	<b>Persistence Works (S1 2BS) and Exchange Place Studios (S2 5TR)</b>
<b>Working Hours:</b>	<b>20 hours per week</b>
<b>Responsible to:</b>	<b>Finance &amp; Office Manager</b>
<b>Responsible for:</b>	<b>n/a</b>
<b>Salary:</b>	<b>£26,000 per annum (£14,957 pro rata)</b>

### Purpose of the Job

You will play a vital role in a small and ambitious team, carrying out the maintenance of Yorkshire Artspace's two multi-occupancy art studio buildings, helping Yorkshire Artspace achieve enviable standards of presentation, health and safety and security.

### Hours of work

20 hours p/w. Occasional evening and weekend working may be required, for which time off in lieu will be awarded.

### Main responsibilities

#### Buildings

- Carry out minor repairs and preventative maintenance tasks, such as tap replacements, door fixes etc.
- Participate in different projects (e.g. renovations, painting), carrying out ongoing decoration and improvement of spaces.
- Check control panels and electrical wiring to identify issues
- Install appliances and equipment
- Organise yearly PAT testing
- Do garden/kiln yard upkeep by mowing the lawn, collecting rubbish etc.
- Conduct maintenance tasks such as replacing light bulbs
- Provide practical set-up support for venue hire and exhibitions
- Maintain, service, clean and properly store equipment
- Check functionality of safety systems and carry out a testing regime (e.g. fire alarm)
- Inspect and repair all damages to building surfaces
- Report to a manager or the director for issues
- Ensure adherence to quality standards and health and safety regulations

Job activities may vary and evolve over time to meet business needs.

## Person Specification

Minimum essential requirements	Assessment method
<b>Knowledge / Experience</b>	
Experience of multiple trades within the building maintenance environment	Application / Interview
Experience of building testing schedules including fire alarm and emergency light testing	Application / Interview
Have worked with basic gardening machinery	Application
Have worked in a similar previous role	Application / Interview
Experience of working with external contractors and scheduling plus a basic understanding of permits to work, hot works etc	Application / Interview
Experience of working with multiple stakeholders with different priorities	Application / Interview
<b>Skills / Abilities</b>	
Practical skills including basic plumbing, understanding electrics, painting and basic joinery	Application / Interview
Able to manage priorities and adjust schedules of works to suit	Application / Interview
Able to work individually and part of a small team to a high standard	Application / Interview
<b>Behaviors / Personal Attributes</b>	
Has enthusiasm and energy, working proactively and flexibly to achieve great service delivery	Interview
Values people as individuals, shows respect and positive regard for others	Interview
<b>Desirable requirements</b>	
Experience of working in a similar role in offices/schools/galleries	Application / Interview
Interested in working in an environment full of creative people and different artistic practices.	Interview

### Circumstances:

A basic DBS check is required for this post.

Yorkshire Artspace is committed to building a more equitable and diverse creative community (artists, makers, staff team, trustees and partners) and creating an inclusive environment where anyone from any background can do their best work and realise their potential. We welcome your application.