

JOB DESCRIPTION FOR **Multi Disciplined Tradesperson**

Job Title:

Island – Multi Disciplined Tradesperson

Reporting to:

Island Manager/ Island Foreman

General Information:

The Landmark Trust:

Lundy is owned by the National Trust but leased to the Landmark Trust who is responsible for its administration. The Landmark Trust is an independent charitable Trust which specialises in the rescue and restoration of buildings of historic interest or architectural importance. Further information can be gained by visiting the Landmark Trust website at www.landmarktrust.org.uk

The Island:

Lundy is situated in the Bristol Channel some eleven miles off the North Devon coast. It is of granite and rises steeply out of the sea to a height of some 450 feet. It is 3.5 miles long and 0.5 mile wide and is mainly rough pasture and maritime heathland. There is no arable farming but there is a flock of ewes. There are wild sika deer, soay sheep and goats. The Island is a Site of Special Scientific Interest and the waters around Lundy have been designated a Marine Protected Area. For further information about Lundy please visit our website at www.lundyisland.co.uk.

There is no indigenous population on Lundy. All Island residents living permanently on Lundy are employees of the Landmark Trust and currently consists of 26 people. During the season, the staff numbers are increased with seasonal staff and volunteers. Staff accommodation varies with one-to-two-bedroom properties, either stone-built or some properties in a timber-clad building known as Paradise Row.

There are 24 self-catering cottages and a camp site on the Island which can be booked for holidays throughout the year. During the summer there can be up to 130 staying visitors on the Island and on days that the Oldenburg visits, there may be up to 250 day visitors as well.

The Island has to be entirely self-sufficient in respect of utility services. There is a small diesel driven generator house, a central water supply and sewage system. There is also a small shop, tavern and church. Television and 4G reception is normally good.

Transport:

Lundy has its own passenger and supply vessel, the MS Oldenburg, which services the Island. The ship operates April to end of October for passengers, sailing from its home port of Bideford and from Ilfracombe. Throughout the year including winter, Oldenburg operates as a cargo ship and brings all food stuffs, building materials, plant, spare parts, fuel oil, animal feedstuffs, laundry etc. to the Island.

There is a winter helicopter service which flies from Hartland Point to Lundy on Mondays and Fridays November to end of March.

Job Description:

Experience and Qualifications

We are seeking a **Multi-Skilled Tradesperson** to work with our existing maintenance team who possesses expertise in a wide range of construction trades and can perform a wide range of tasks to resolve reactive and planned maintenance issues.

The Maintenance tradesperson will work as a member of the Island Team and will be primarily responsible for repairs and maintenance of all built structures on the Island including staff and holiday accommodation, infrastructure and farm buildings.

The ideal candidate will be skilled in multiple areas such as **carpentry, bricklaying, plumbing, electrical work, plastering, tiling, and general maintenance**

Planned maintenance work includes interior and exterior painting. The Island employs mainland contractors for fixed wiring, gas and larger plumbing projects.

Ability and experience with traditional methods and materials as used with historic buildings are desirable.

Technical support and guidance is provided by the Landmark Trust's in-house building staff.

The successful applicant will become an employee of the Lundy Company and the Carpenter is directly responsible to the Island Manager.

Duties:

1. To assist with Island property maintenance in accordance with strategies and policies agreed in consultation with the Island Manager.
2. The particular nature of the Island's business activities requires all employees to work flexibly and in the full spirit of a team operation. This flexibility will require some staff to be trained to drive quad bikes and tractors and they will also be involved in some capacity with the loading/unloading of passengers/luggage, distribution and cargo handling together with other duties as required by the Island Manager.
3. Health and Safety. All staff are expected to observe all Health and Safety at Work regulations as set out by the Landmark Trust or in accordance with statutory requirements.

Terms and Conditions:

Remuneration: £23,926 per annum inclusive of overtime, flexible working and holiday pay with pension provisions.
The overall benefits package also includes: Ship and Helicopter transport to the island. Accommodation. Utilities (see below).
There is a transport allowance to allow staff friends and family to visit them.

After 12 months service, staff can utilise F.O.C. late stays in any available Landmark Trust property around the country. Staff can also book Landmark Trust properties in advance at 50% discount of published prices. www.landmarktrust.org.uk

- Spouse/Partner:** The spouse or partner living with the successful applicant on the Island would be required to undertake general duties which involve assisting in the Tavern (kitchen and counter), the cleaning of the letting properties, the shop and other areas as required by the Island Foreman. Remuneration for this post is £20,158 per annum. Both parties would have to sign a joint contract of employment whereby each partner can only remain on the Island whilst the other partner is employed by the Trust. This is necessary to make effective use of the limited number of houses available for staff on the Island.
- Hours of work:** Generally from 8am until 5pm Monday to Friday, five days out of seven. However, work on the Island is part of a way of life and all staff must expect to have to work outside of these hours as and when the need arises. Generally in the summer with large numbers of visitors to the Island, staff can expect to work up to 50 hours per week. In the winter the hours are less demanding to compensate.
- Holidays:** The holiday entitlement is 28 days per annum inclusive of statutory holidays. This increases in stages to 34 days after 10 years service.
- Sick Pay:** During your first year of employment you will be entitled to Statutory Sick Pay only. After this period you will be paid your salary, less SSP, for any sickness absence up to three months in any rolling 12 months. Where absence exceeds seven consecutive days, and in certain other circumstances, a doctor's certificate will be required.
- Probationary Period:** The appointment is subject to the completion of a probationary period of six months. During that time, the employee will be expected to establish his/her suitability for the position.
- Accommodation:** Accommodation and utilities are provided including water, council tax and power. Cookers and refrigerators are provided. The electricity supply is limited and therefore no domestic equipment with heavy use of power may be brought to the Island. There is a small monthly charge for telephone extension and staff connect to the internet with their own 4G router. There are discounts available in the Tavern and Shop for all staff.