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**Job title: Maintenance Technician**

**Reports to: Stadium Manager**

AFC WIMBLEDON is operating a brand-new stadium in Wimbledon, South West London which is state of the art and designed to deliver excellent facilities for playing professional football matches. AFC Wimbledon is looking to recruit a Maintenance Technician.

**KEY RESPONSIBILITIES**

* Provide hands-on building fabric maintenance, including electrical, plumbing and painting and decorating tasks.
* Ensure stadium assets are sustained, maintained and protected.
* Work within the SFG20 framework ensuring the maintenance schedules are completed accordingly.
* Develop an excellent knowledge of the stadium to enable efficient working practices.
* Plan workload, prioritising tasks effectively.
* Schedule and prioritise work tasks to ensure that all planned maintenance works are carried out on time.
* Provide hands-on reactive maintenance assistance as directed.
* Ensure a speedy response to onsite emergencies that require maintenance attendance.
* Assist and liaise with specialist contractors.
* Aid in the delivery of special projects.
* Take responsibility for producing work to the agreed standard and targets within the agreed timetable.
* Take responsibility for all consumables, equipment, machinery used by yourself.
* Know when to seek advice from others and how and where to find useful information.
* Undertake work practices in accordance with Health and Safety Policy.

**Event Services:**

* Adherence to timeline delivery.
* The match day operations are supported and facilities issues are quickly resolved.
* Liaise and work with the stadium conference and event teams to ensure the best operational experience for customers.
* Event practices are undertaken in accordance with Health and Safety Policy.

**Health & Safety Duties:**

* Ensuring plant and equipment is maintained and fit for purpose.
* Responsibility for reviewing the safe system of work prior to the commencement of the work activity.
* Ensure that the Club’s safety image is reflected positively through your actions.
* Acknowledge and accept a personal responsibility for safety.
* Raise any concerns over Health & Safety breaches in accordance with Club’s policies and procedures.
* Take a proactive role in promoting safety to clients, colleagues, and visitors.

**Administration and General:**

* Confident user of Microsoft Word and Excel, plus CAFM systems with knowledge of how to update and use the software.
* Produce accurate reports and financial costings.
* Maintain records and information in an orderly manner.
* Be keen to get involved in projects outside usual scope of responsibilities, with line manager’s agreement.

# ADDITIONAL INFORMATION

* Must have initiative with flexible analytical and problem-solving skills.
* Must be a self-motivated individual with a can-do attitude.
* Smart professional appearance.
* Customer service focus.
* Good written and verbal communication skills.
* Able to meet Club demands and availability to work flexible hours including weekends, public holidays and evenings as required.

# QUALIFICATIONS AND EXPERIENCE

Essential:

* Building Services experience, with a qualification in a facilities service such as Plumbing, Electrical, Mechanical Engineering, Carpentry or Painting and Decorating.
* Experience in a building services / facilities management environment.
* A recognised qualification in a building services trade.

Desirable:

* 3 years’ experience post apprenticeship
* Understanding of the SFG20 maintenance framework and compliance
* Working knowledge of Building Management Systems
* Knowledge of Microsoft Office

Beneficial:

* Some experience with HVAC units
* Some experience of plumbing

**Salary range: up to £30K subject to qualifications and experience**

The role will be offered on a permanent basis working 40 hours per week including match days.

Closing date: Friday, May 6th, 2022

If you believe you have the right skills for this position please apply by sending an up to date CV with covering letter to [Paul.Moran@afcwimbledon.ltd.uk](mailto:Paul.Moran@afcwimbledon.ltd.uk)

# POLICIES

AFC Wimbledon is committed to the principle of equal opportunity in employment and its employment policies for recruitment are designed to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity/paternity, race, religion or belief, sex or sexual orientation.

AFC Wimbledon is committed to safeguarding all children, young people and adults are risk involved in its activities and events. The group recognizes its responsibility to safeguard the welfare of vulnerable groups by a commitment to procedures to protect them. The group additionally expects all staff and volunteers to fully support and promote these commitments.