



Guernsey Housing
Association LBG
First Floor
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Lowlands Trading Estate
Braye Road
Vale
Guernsey
GY3 5XJ

T: 01481 245530
E: ghaenquiries@gha.gg
W: www.gha.gg

Dear Sir/Madam

Re: Maintenance Technician – Job Pack

Thank you for contacting the Guernsey Housing Association and requesting the job pack for the Maintenance Technician post.

Please read through the Job Description to ensure you meet the job requirements and person specification, then complete the GHA Job Application Form.

The deadline for completed Applications to be with us is **31st January 2025**.

We intend to contact the shortlisted applicants soon after the deadline and invite for interview during the first weeks of February.

The salary is negotiable and dependent on the applicant's experience. The position is full-time, 35 hours a week, business hours being 8am to 4pm Monday to Friday, with an hour for lunch. We offer 25 days holiday increasing by a day a year that you work for GHA, up to an overall maximum of 30 days total. We also offer a generous company pension plan, healthcare insurance and other benefits, and will provide more details on the terms and conditions should you be invited for an interview.

The majority of the working day will be spent at our properties with about 15% of the time in the office for receiving job orders, updating the team with the status of jobs and completing paperwork. This role would suit someone with previous construction trade experience who is used to working under their own initiative and in people's homes. You will be expected to work alongside the existing GHA Technicians, under their instruction, as well as working on your own. A big part of the role is managing the jobs to agreed deadlines ensuring a clean, courteous and professional approach at all times whilst undertaking repairs to ensure we protect the investment in our housing. Reactive work is key to this role but there is also a big focus on our cyclical and planned maintenance work to prevent problems and reduce our day to day repairs.

A company vehicle will be provided and a valid driving license is essential for this role.

Inclusion in the shared out-of-hours on-call schedule is a requirement of this role which covers all the GHA properties. This won't be an immediate requirement but should be considered a factor.

The GHA currently manages and maintains over 1,000 properties and is building more homes. The Maintenance team currently consists of the Manager, four office based staff, an Inspector and three Technicians providing our day to day repairs service and regular checks. This new junior post will bolster our experienced Technician team. Jobs that are considered time intensive or more specialist jobs are put out to external contractors.

Due to the nature of the job a full police check will be required.

If you require any more information about the job or GHA please contact us on 245530. Please return your completed application form by **31 January 2025** to our offices at First Floor, Newlands House, Lowlands Trading Estate, Braye Road, Vale, GY3 5XJ. Please mark it private and confidential and address it to Suzanne Ozanne.

Yours faithfully



Suzanne Ozanne
Maintenance Manager

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Application Form
Job description and Person Specification