



## Grimsby Town Football Club

### Maintenance Operative - Job Description

We don't just work for Grimsby Town Football Club — we *are* Grimsby Town Football Club. It's a remarkable story that began in 1878 and has continued uninterrupted ever since.

There is nothing bigger and nothing more powerful in uniting so many people — through purpose, passion and pride — than a football club. It's people's identity. It's their family; their heritage. It's where they belong. This is something that cannot be undone. The bond, ties and loyalty are forever. And by being here, we are part of the story.

This is no ordinary job. This is an extraordinary opportunity. We are more than staff, players, managers, coaches, analysts, physios, stewards and volunteers. We are friends, supporters, promoters, entertainers, role models and, in some cases, idols and legends. But we cannot be any of these things without each other.

None of us is bigger than all of us. Every day, we strive for better. We are a football club, but we're at the heart of something much bigger. A club formed from its community now has the power to define its community. We are today's authors of this black and white story.

This moment has been 143 years in the making. And the next chapter is in our hands. Together, we can achieve greater things. And to achieve greater things we need a great team, and this is where you come in.

<b>Job Title</b>	Maintenance Operative
<b>Line Manager</b>	Facilities Manager
<b>Contract</b>	Permanent
<b>Salary</b>	Commensurate with qualifications and experience
<b>Holiday entitlement</b>	20 days plus Bank Holidays
<b>Key internal relationships</b>	Chief Executive Officer, Chief Operating Officer, Finance Manager, Commercial Manager, Safety and Facilities Manager, Senior Head Groundsman
<b>Purpose of the job</b> Reporting into the Facilities Manager and as part of our maintenance team you will work across the property portfolio, including Blundell Park, Cheapside Training Ground and our Academy Venue, Oasis Academy Wintringham to carry out a wide range of maintenance duties.  You will have responsibility to undertake pre-planned and reactive maintenance and repairs, completing health and safety and building compliance checks on scheduled basis and play a key role in the preparation of the stadium for a match day. You will be involved in anything maintenance related	

ensuring all matters are dealt with promptly and safely. This is a truly generalist role where every day will be different.

### **Main Roles & Responsibilities**

Undertake a wide range of general maintenance works not limited to:

#### Electrical –

- Routine inspection of property lighting and emergency lighting o Replacement of defective light bulbs

#### Plumbing –

- Basic plumbing jobs such as tap repair/replacement, toilet blockages, sink blockages, Inspection of leaks and minor repairs around the property
- Radiator repairs

#### Fabric –

- Repair of workstation equipment such as desks, chairs and cupboards
- Repair or installation of doors, door frames, locks, mag locks and closers
- Installations of poster frames, notice boards and white boards
- Replacement of ceiling tiles
- Painting and decorating
- Minor wall repairs such as marks, small holes and mould
- Installation and repair of washroom fittings such as soap dispensers, toilet seats, toilet roll holders
- Repair and replacement of damaged carpet tiles, carpets, mats, trims and associated materials

#### Miscellaneous –

- First line investigation on any requests from the Club (including from the Club's Operation's department), providing reports on steps needed to resolve issues
- Utilising scaffold tower to undertake high level works
- Weekly fire alarm tests
- Pest Control measures
- Manual handling tasks and assisting Club staff in the transporting of heavy goods around the stadium
- Minor gardening, weeding and pruning activities required in and/or around the Premises; and
- Matchday support to the Facilities Manager at the Stadium
- Liaise with external contractors and club staff across various sites
- Continually look for areas of improvement and potential cost reductions
- Building compliance duties
- Ensure maintenance records and appropriate tests/inspections as required by the Club

This is not intended to be exhaustive, there will be other responsibilities and deliverables that you will get involved in to successfully perform in your role and to evolve with the changing needs of the Club.

## **Knowledge & Experience**

To be able to deliver this role, there are skills and experiences we are looking for. We'd want you as a minimum to have

- A sound knowledge of basic building & maintenance skills
- The ability to use a range of manual and power tools in a safe and operate manner
- Worked as part of a team alongside other trades/professionals to complete tasks/projects
- City & Guilds / NVQ Level 2 qualification in a relevant field or equivalent experience
- IOSH Health and Safety training

Additionally, we are looking for someone that can

- Effectively organise your work day to manage multiple tasks without letting things slip, often to tight deadlines.
- Pay attention to the detail and check for accuracy and quality of your work
- Adapt quickly, be flexible in the face of change and solution orientated
- Communicate (both verbally and through written forms) concisely, assertively and effectively with various professional disciplines and at all levels in an organisation
- Pull together and work as a team to get the best outcome
- Be proactive to spot what needs doing and act on it
- Have the ambition to grow with the Club, take on extra responsibility and continually develop yourself.

As we work with young people you will also be subject to a DBS check and have due regard for safeguarding and child protection policies, including the welfare of children and young people.

## **Club Vision and Values**

All employees are expected to operate within and demonstrate a commitment to the Club's values at all times.

Our values are;

- Proud to be GTFC
  - It's a privilege to wear the badge and we do it with pride
- Trust in Town
  - We rely and depend on each other to do our best
- Stand up for the Mariners
  - We show courage and positivity in the face of new challenges
- One of Our Own
  - We treat each other like family
- Always Improving
  - We raise the standards in everything we do

## **B Corporation**

Grimsby Town Football Club is currently working towards B Corp Certification. B Corp Certification is a designation that a business is meeting high standards of verified performance, accountability, and transparency on factors from employee benefits and charitable giving to supply chain practices and input materials. To achieve certification, a company must:

- Demonstrate high social and environmental performance by achieving a B Impact Assessment score of 80.
- Make a legal commitment by changing their corporate governance structure to be accountable to all stakeholders, not just shareholders, and achieve benefit corporation status.
- Exhibit transparency by allowing information about their performance measured against B Lab's standards to be publicly available on their B Corp profile on B Lab's website.

B Corp Certification is holistic, not exclusively focused on a single social or environmental issue. And the process to achieve and maintain certification is rigorous and requires engaging teams and departments across the whole organisation. All employees are expected to commit to the journey of achieving B Corporation Status.

## **Safeguarding Statement**

Grimsby Town Football Club is committed to safeguarding the welfare of children and young people and expects all staff and Volunteers to endorse this commitment. This post requires an Standard Disclosure and Barring Service Check (DBS) as such it is exempt from Rehabilitation of Offenders Act (1974). Therefore, all convictions including spent convictions that have not been subject to filtering by the DBS should be declared". Relevant information and / or documents will be distributed as part of the recruitment process.

## **Equality, Diversity and Inclusion**

Grimsby Town Football Club's commitment to Equality, Diversity and Inclusion is to confront and eliminate discrimination whether by reason of age, gender, gender reassignment, sexual orientation, marital status or civil partnership race, nationality, ethnicity (race), religion or belief, ability or disability, pregnancy or maternity and to encourage equal opportunities (Protected Characteristics, Equality Act 2010).

Employees of Grimsby Town Football Club must ensure a positive commitment towards equality, diversity and inclusion by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relationships between all internal and external stakeholders.