

Job title:	Site Finishing Joiner
Department:	Production
Responsible to:	Site Project Manager
Responsible for:	NA

Job Purpose:

To carry out tasks to ensure homes are handed over to customers to a 5* standard. To remediate defects as directed by the site management team as part of the customer journey post occupation.

Main Duties and Responsibilities:

- Ensure pre & post legal completion works are completed in a timely manner and to a high-quality standard.
- Comply with H&S standards and ensure H&S responsibilities are adhered to and followed throughout site.
- Maintain positive relationships with Site Project Managers, Site Agents and sub contractors.
- Ensure works undertaken, complies with our warranty providers standards and company timescales.
- Contribute to improving the business, protecting, and enhancing the company reputation.
- Communicate effectively with Site Management, reporting problems, trends, and shortages.
- Provide a high level of customer service especially when conducting customer facing duties.
- Reduce material wastage, protect materials and ongoing construction from adverse weather where practically possible.
- Support with the set up and maintenance of the compound.
- Carry out any air tests or sealing works as required.
- Erect signage and posts on site as required.
- Keep abreast of latest products and information.
- Comply with company policies and procedures.
- Undertake other reasonable duties as directed by site management.

Key Attributes

Core:

- Second & final fix carpentry skills.
- Good general practical skills.
- Attention to detail.
- An analytical approach to your work.
- Excellent problem solving and communication skills.
- The ability to work carefully and accurately.

	<ul style="list-style-type: none"> • The ability to work as part of a team. • A good awareness of health and safety issues. <p>Desirable:</p> <ul style="list-style-type: none"> • An ability to read technical plans.
Qualifications/ Experience	<p>Core</p> <ul style="list-style-type: none"> • Hold a full clean driving license • Experienced internal/semi-skilled tradesperson <p>Desirable:</p> <ul style="list-style-type: none"> • Carpentry and joinery city in guilds or NVQ qualified

I confirm I have read and understood my job description.

Employee Name		Date	
Employee Signature		Date	
Line Manager Signature		Date	

It is a requirement of Story Homes that all staff work in a flexible manner compatible with their job and in line with the objectives of the company. Please note that the job description for this position may be reviewed and amended to incorporate the future needs of the business.