



Job Description and Person Specification

Job Title:	Electrician – Newly Qualified
Department:	Core Services
Reporting to:	Senior Electrician
Grade:	3
Hours per Week:	40
Location:	Bristol, Bath, Exeter, Gloucester, Wiltshire, South Wales
Special Conditions:	Monday to Friday 8am-5pm plus Out of Hours Service Split shift* – Monday to Friday 12pm-9pm when on call (1 in 4) 4 days on / 3 days off** (based on 10-hour shift)

Key Responsibilities:

1. To assist the Management Team in the successful realisation of the Company's vision and plans in delivering excellent services.
2. To work as part of, and contribute to, high performing teams
3. To assist in the proactive development and service delivery of world class standards
4. To contribute positively to the implementation of the Company's vision, mission and operational plan.
5. To be a champion of change, communication, continuous improvement and empowerment, securing motivation, loyalty and support of colleagues.
6. To be involved in continually reviewing, improving and optimising the effectiveness and efficiency of working standards.

Specific Roles:

1. Responding to emergency callouts and providing prompt solutions.
2. Carrying out and preparing Electrical Installation Conditions Reports (EICRs) with attention to detail.
3. Upgrading consumer units to ensure safety and compliance

* on trial

** on trial



4. Rewiring houses to meet the needs of our clients
5. Installing EV charging points in residential and light commercial premises, contributing to a sustainable future.
6. Providing expert advice and accurate quotes for remedial work
7. Collaborating with our support team and working together to deliver exceptional services.
8. Expanding the client base through client management and effective communication.
9. Contributing to our social media content to showcase expertise

Generic Roles:

1. To represent the Company with external customers and partners as required in the performance of duties or as directed by your line manager
2. To achieve agreed targets and key performance indicators across all areas of responsibility.
3. To adhere to Company policies, particularly those relating to equality and diversity, and General Data Protection Regulation (GDPR)
4. To adhere to Company Health and Safety policy and procedures, safe working practices outlined in GS38 and BS7671.
5. To be a role model supporting Company values and corporate management.
6. To actively develop yourself through staff development and training activities and to review your own performance and the performance of those who are responsible to you.
7. To undertake any other duties consistent with the key responsibilities and duties of the post, and as directed by your line manager.

Core Values

At MJP Electrical Services Ltd, we pride ourselves on delivering a world class to our customers.

To achieve this, MJP promise to:

- Carry out services in the most time efficient manner
- Always Keep the customer informed
- Adhere to the latest electrical and fire safety standards and ensure best practice
- Treat customers' homes with respect and care

* on trial

** on trial



- Be polite and friendly
- Be punctual
- Provide customers with an honest appraisal of worst-case scenarios
- Be trusted to provide the best service possible.

* on trial

** on trial

Person Specification

Area to be demonstrated	Essential	Desirable	How this will be assessed. (AF/TI/I)
Education & Training	<ul style="list-style-type: none"> • Level 3 Award in Electrical Installations 18th Edition • C&G 2391 Inspection & Testing or 2394/5 • C&G 236 Part 1 & 2 or equivalent 	<ul style="list-style-type: none"> • EV Charging 2921-31 • Solar 2399-11 • NICEIC approved or equivalent 	AF TI
Experience & Knowledge	<ul style="list-style-type: none"> • Experience of working in a domestic services environment • 1+ years as a qualified electrician • Experience of setting priorities and managing own workload • Proven experience of supporting, motivating and developing apprentices • Demonstration of personal integrity when dealing with sensitive issues 	<ul style="list-style-type: none"> • Experience of working in the service industry 	AF / I
Skills & Abilities	<ul style="list-style-type: none"> • Proven ability to communicate confidently and effectively with a wide range of stakeholders • Proven ability to build and support positive working relationships • Proven ability to overcome electrical issues effectively • Ability to represent the Company at all levels in relation to the area of responsibility 		AF / I

* on trial

** on trial



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	<ul style="list-style-type: none"> • Confident IT skills, including the use of Apple iPad and iPhone • Ability to follow policy and procedure. • Excellent organisation skills 		
Personal Attributes	<ul style="list-style-type: none"> • Highly motivated and flexible, with a want to deliver the best possible service. • Able to contribute effectively to delivering new ways of working • Reliable and committed to core values and delivering a high standard of work within challenging timescales • A commitment to supporting the principles and practice of equality of opportunity • Positive attitude and willingness to contribute to a supportive team culture. • Willingness to aid in training and mentoring of junior electricians, promoting professional growth. 		TI / I
Other	<ul style="list-style-type: none"> • UK driving licence • DBS 	<ul style="list-style-type: none"> • Credit check, if needed 	I

* on trial

** on trial