

JOB DETAILS	
Position Title:	Plumber/ Handyman
Reports to:	Facilities Supervisor/ Manager - Facilities
Business Unit / Department:	DSC FS
JOB PURPOSE	
To provide professional and effective support service to operations team as Plumber/ Handyman. Deliver on agreed targets, objectives and KPI's.	
KEY ACCOUNTABILITIES	
Description	Performance Indicators
<ul style="list-style-type: none"> Carry out and ensure planned preventative maintenance (PPM) is completed on all relevant equipment 	<ul style="list-style-type: none"> Completion of tasks
<ul style="list-style-type: none"> Respond to all reactive maintenance within the specified service level agreements. 	<ul style="list-style-type: none"> Attend calls and or delivery within the agreed timeframes
<ul style="list-style-type: none"> Manage a small float of cash in tenant payments 	<ul style="list-style-type: none"> Accurate cash delivery against invoices/Receipts
<ul style="list-style-type: none"> Assist when requested with the planned preventative maintenance (PPM) of all MEP systems within the property 	<ul style="list-style-type: none"> Team player and willingness to help
<ul style="list-style-type: none"> Complete all documentation relevant to the completion of jobs and work reports and/ or records 	<ul style="list-style-type: none"> Accurate completion of all records and reports
<ul style="list-style-type: none"> Carry out installation works of any Plumbing equipment as required by the task 	<ul style="list-style-type: none"> Quality completion of tasks
<ul style="list-style-type: none"> Conduct site inspections and surveys 	<ul style="list-style-type: none"> Completion of condition surveys
<ul style="list-style-type: none"> Maintain safe working area. 	<ul style="list-style-type: none"> Zero HSE incidence
<ul style="list-style-type: none"> Safe and professional use of appropriate hand and power tools, machines and chemicals 	<ul style="list-style-type: none"> Successful audits on tools and equipment
<ul style="list-style-type: none"> Flexible availability for 24/7 standby duties and emergency call outs 	<ul style="list-style-type: none"> Zero complaints of none response in emergency situations
<ul style="list-style-type: none"> Respond to any emergencies within the agreed time-frames 	<ul style="list-style-type: none"> Completion of tasks within SLA's
<ul style="list-style-type: none"> Carry out, to the best of your ability, all tasks assigned by the supervisor or facilities manager 	<ul style="list-style-type: none"> Zero complaints of dissent
<ul style="list-style-type: none"> Always maintain a clean and tidy appearance. Uniform must be worn and should be clean and in a good state of repair. 	<ul style="list-style-type: none"> Zero complaints of appearance or personal hygiene
<ul style="list-style-type: none"> Ensure all worksites are left in a clean and tidy condition post any work carried out 	<ul style="list-style-type: none"> No complaints from customers
JOB CONTEXT (WORK ENVIRONMENT (INTERNAL & EXTERNAL), DECISION MAKING, SERVICES)	
DSC Facility Services is located in the DSC Head Office in DSC. DSC FS provides services to all DSC internal business units, the DSC Master Community as well as the Victory Heights Community. DSC FS provides the full range of services to internal and external Clients.	
QUALIFICATIONS & EXPERIENCE (DEGREES, CERTIFICATIONS, EXPERIENCES)	
<ul style="list-style-type: none"> Minimum technical diploma or apprenticeship in Plumbing Minimum 5 years experience in plumbing and general maintenance Drivers license an advantage 	
COMPETENCIES	
<ul style="list-style-type: none"> Excellent time management and communication skills Experience of safe working practices, risk assessments, method statements and permit-to-work systems. Knowledge of HSEQ practices and policies. Strong teamwork ethic and promotion of customer service excellence. High standard of personal hygiene and cleanliness. <u>Must successfully complete the induction training program.</u> Good English language ability both spoken and written. Spoken Arabic, Hindi or Urdu an advantage 	