

**TRENT BRIDGE**  
EST. 1838

## **CANDIDATE BRIEF**

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## **MAINTENANCE OPERATIVE**

**NOVEMBER 2023**







AN INTERNATIONAL SPORTING VENUE,  
A PROFESSIONAL COUNTY CRICKET CLUB  
AND A THRIVING COMMUNITY HUB

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We are Trent Bridge, a cricket ground of global repute first established in 1838. We're proud of our illustrious history but mindful too that our future prosperity is reliant on continual investment in our facilities, our professional team and our lauded community programmes.

You will be expected to work flexibly to undertake a wide variety of preventive maintenance, cleaning and repairs and will have a passion for delivering a clean, comfortable and safe environment for our customers, spectators, staff, players and match officials.

You will need to have previous experience within a maintenance or trade role and be able to work to deadlines. You will have a keen eye for detail and a 'can-do' attitude. A flexible worker with a hands-on approach, you must be able to work on your own initiative but always as part of the team.

Thank you for your interest in this role.

## **OPERATIONS DEPARTMENT ROLE PROFILE**

### **MAINTENANCE OPERATIVE (Fixed term)**

**RESPONSIBLE TO:** Facilities Manager

**RESPONSIBLE FOR:** N/A

#### **RELEVANT GENERAL OBJECTIVES**

- Work flexibly to support the Facilities Manager and undertake a wide variety of maintenance activities to ensure Trent Bridge Cricket Ground and Lady Bay Sports Ground are maintained to the highest standards.
- Work effectively to ensure the venues are maintained in excellent condition so that staff, customers, spectators, players and match officials at both venues enjoy a clean, comfortable and safe environment.
- Support the Facilities Manager in maintaining systems and working practices that ensure statutory requirements relating to building premises and plant are complied with.
- Support the Maintenance team in the delivery of all Operations Department objectives for matches and non-match activities, functions and events.
- Commit to an open, challenging culture where outstanding performance is the norm.

#### **SPECIFIC ROLE PROFILE**

- Undertake maintenance work as scheduled by the Facilities Manager for buildings, plant, pitch-side, concourses and car parks within Trent Bridge and Lady Bay. Work may occasionally be required at out grounds on a structured basis when the First XI is scheduled to play a home fixture away from headquarters.
- Carry out refurbishments to buildings and repairs to plant, fixtures, fittings and minor equipment to ensure everything is serviceable and fit for purpose.
- Undertake preventive maintenance, cleaning and repairs throughout the ground in a timely and safe manner including but not limited to:
  - Painting and decorating
  - Emergency and basic plumbing
  - Electrical works including repairing faulty appliances, replacing bulbs, etc
  - Carpentry
  - Plastering
  - Tiling
  - Minor renovations and building work
  - Concourse cleaning, outer railings upkeep, weeding and gutter cleaning
- Undertake relevant external cleaning duties to ensure that the venue is maintained to a high standard of cleanliness, as part of a preventive maintenance and repairs programme.

- Assist in setting up the ground pre-season and dismantling post-season, and undertake pre-match day tasks including but not limited to:
  - Placing ground advertising boards or other sponsors' material in position as per the Club's requirements on a match day.
  - Positioning sightscreens.
  - Erecting fencing and sheeting.
  - Carrying out pre-match checks to ensure all seats are in good repair, litter bins correctly positioned, signage inside and outside the venue is fixed and secured.
- Assist in moving furniture and equipment around the ground and offices.
- Assist in moving and storing deliveries to the ground.
- Be observant at all times and contribute to the continual assessment of all maintenance activities, including routine and non-routine jobs and projects.
- Ensure Health & Safety issues are at the forefront in all work undertaken with relevant risk assessments being completed where appropriate.
- Any other duties laid down from time to time consistent with the grading of the post.

## **KEY PERFORMANCE INDICATORS**

KPIs to be agreed with post-holder.

## **EQUITY, DIVERSITY AND INCLUSION**

Nottinghamshire County Cricket Club is committed to being an Equal Opportunities Employer.

The Club recognises the benefits of a diverse workforce and is committed to providing a working environment that is free from discrimination.

The Club will seek to promote the principles of equality and diversity in all its dealings with employees, workers, job applicants, clients, customers, suppliers, contractors, recruitment agencies and the public.

All employees and those who act on the Club's behalf are required to adhere to this policy when undertaking their duties or when representing the Club in any other guise.

## **SAFEGUARDING**

Nottinghamshire County Cricket Club is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across our services and are committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and the ECB requirements to ensure that all children participating in Cricket have a safe, positive and fun experience, whatever their level of involvement.

**PERSON SPECIFICATION****Maintenance Operative****Department: Operations**

	<b>Essential</b>	<b>Desirable</b>
<b>Experience</b>	<ul style="list-style-type: none"> <li>- Extensive experience of carrying out repairs, general decoration, basic electrical, plumbing and carpentry.</li> </ul>	<ul style="list-style-type: none"> <li>- Proven experience working within a multi-trade environment</li> <li>- Experience in a sporting environment</li> </ul>
<b>Knowledge</b>		<ul style="list-style-type: none"> <li>- Understanding of COSHH and manual handling</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>- Able to work to deadlines</li> <li>- Able to communicate effectively with other team members</li> <li>- Able to accept responsibility for tasks</li> <li>- Ability to use own initiative</li> </ul>	
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>- Experience within a maintenance or similar environment</li> </ul>	<ul style="list-style-type: none"> <li>- First Aid/De-fib qualification</li> <li>- Fire extinguisher training</li> <li>- IPAF Operator</li> <li>- Pasma qualification</li> </ul>
<b>Qualities &amp; Attitude</b>	<ul style="list-style-type: none"> <li>- 'Can do' attitude</li> <li>- Hands on approach</li> <li>- Attention to detail</li> <li>- Observant</li> <li>- Keen to learn</li> <li>- Self-motivated</li> <li>- Able to work alone or as part of a team</li> <li>- Good customer care skills</li> <li>- Flexible approach to work</li> <li>- Willingness to work evenings and weekends, particularly in the summer, on a scheduled basis</li> </ul>	
<b>Other</b>		<ul style="list-style-type: none"> <li>- Full driving licence</li> </ul>

## HOW TO APPLY

If you would like to join us at Trent Bridge please send your CV and covering letter, including details of your current salary and expectations to:

[Recruitment@trentbridge.co.uk](mailto:Recruitment@trentbridge.co.uk)

Or post this to:  
**HR Department**  
**Nottinghamshire County Cricket Club**  
**Trent Bridge**  
**Nottingham**  
**NG2 6AG**

Closing date for receipt of applications is Thursday 14<sup>th</sup> December 2023

Interview date: on an ongoing basis

*We reserve the right to close this vacancy early if we receive sufficient applications for the role.  
Therefore, if you are interested, please submit your application as early as possible*

We are committed to safeguarding and promoting the welfare of children, young people and adults and expect the same commitment from all staff and volunteers

We are an equal opportunity employer. we celebrate diversity and are committed to building an inclusive environment for all employees. when submitting your details, please let us know if you require any support or reasonable adjustments during the interview process

No agencies please



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Nottinghamshire County Cricket Club  
Trent Bridge, Nottingham, Ng2 6AG  
(0115) 9823000  
[recruitment@nottsccc.co.uk](mailto:recruitment@nottsccc.co.uk)

