



## Job Advert

Role: Estate Services Operative

Full-time: 40 hours per week over 5 days, including weekends.

Pay: £29,120pa

We are looking for a hardworking and enthusiastic all-rounder to join our team to assist with the smooth running of the Folkestone Harbour & Seafront estate services ensuring the safety and maintenance of a large residential building to an exceptional standard. You will help provide a good experience and high levels of customer satisfaction for residents and visitors.

You will:

- Support the delivery of estate services such as planned preventive maintenance program, reactive works, servicing and testing including the following specific tasks:
  - o Waste management of communal bins – moving bins for collection, cleaning bins and bin stores
  - o Cleaning of communal car parking and basement areas
  - o General repairs & maintenance
  - o Alarm testing
  - o Visual maintenance inspection and reporting
  
- Provide operational support to the Estate Administrator in the delivery of estate and concierge services.
  
- Work as part of the Harbour Operative team ensuring the Folkestone Harbour & Seafront area is safe and maintained providing a good experience for residents and visitors.

Who you are:

- Experience in proactive and positive customer service.
- Able to turn hand to multiple repairs and maintenance tasks.
- Reliable & trustworthy, with good attendance and timekeeping records.
- All-rounder able to successfully complete multiple varied job tasks.
- Hold an SIA licence, or able to gain and maintain the licence and willing to undertake ongoing professional development, with a view to maximise future potential at work.
- Hold a driving licence, and maintain a valid driving licence allowing use of company vehicles on and off site.

To apply please email your CV and Cover Letter to: [careers@folkestoneseafront.com](mailto:careers@folkestoneseafront.com)

For more information on Folkestone Harbour and Seafront Development visit [www.folkestoneseafront.com](http://www.folkestoneseafront.com)