

**Job Profile
Multi-skilled (Painter & Decorator)**

Purpose: To undertake painting, decorating & general maintenance related operations.

Key Responsibilities and Accountabilities

Responsibilities

Undertake painting and decorating operations to museum buildings, exhibits and other structures on the museum site, including moving furniture, sheeting up, preparing surfaces (including filling and sanding), removing fixtures such as door knobs and switch covers.
Undertake general painting & decorating works to planned and responsive maintenance items.
Advise on the type and colour of paint to be used.
Product and technical research.
Operate tools, equipment and plant complying with health and safety legislation.
Working on the museum's historical buildings using traditional methods and materials.
Maintain and care for tools, plant and equipment, kept secure and in safe working order.
Carry out duties to assist in the take down off site and the rebuild on the museum site.
Assist with general site work where appropriate.
Operate museum vehicles, carrying out delivery duties as required.
Participate with the setting up, operation and taking down of museum events when required.
Carry out any other duties applicable to this position.

Accountabilities

The timely preparation and implementation of painting and decorating activities across the museum.
Maintain accurate electronic records of types and colours of paint used in each building.
Calculate the amount of materials required for each project and providing schedules of items required.
Accountable to Maintenance Manager Historic Building & Site Conservation on all above related operations.
Health and safety awareness and comply with instructions.
Wear personal protective equipment when appropriate.
Be prepared to undertake training where necessary particularly relative to health and safety.
Wear appropriate work overalls provided by the museum.

Working Relationships

Work within the Historic Building & Site Conservation team taking instructions from Maintenance Manager Historic Building & Site Conservation and Head of Historic Building & Site Conservation.
Maintain a friendly and helpful attitude towards visitors and staff.

**Person Specification:
(competencies, qualifications & experience)**

Essential

Extensive painting & decorating experience.
Health & Safety Training experience.
Ability to be self-motivated.
Good time management.
Ability to work as a team member.
Full clean driving licence.

Desirable:

Recognised trade qualification (e.g. NVQ, City & Guilds).
Appreciation of the unique historical authenticity of the museum environment.
Hanging wallpaper.
Experience in signwriting.
Knowledge of historic building conservation.
Excellent attention to detail.
Use of spreadsheets.

Reports to: Maintenance Manager Historic Building & Site Conservation.
Direct reports: None
Hours: Part-time (3 days, 24-hours in total).

Black Country Living Museum Trust
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