



## Role Profile

Multi Skilled Traded Bricklayer  
*Operations and Infrastructure*

|                                                     |                                       |
|-----------------------------------------------------|---------------------------------------|
| <b>Role Profile:</b> Multiskilled Traded Bricklayer | <b>Role Profile Number:</b> SBC_10398 |
| <b>Directorate:</b> Operations                      | <b>Reporting to:</b> Supervisor       |
| <b>Grade:</b><br>CFL 6                              | <b>Date Prepared:</b> October 2026    |

## Our Values

Our [Values](#) shape how we work for the people of Swindon. They guide how we make decisions, how we deliver services and how we work with our communities and partners.

Our Values are:

**We SEE** – people, not problems – and stay curious to understand their story.

**We HEAR** – each other and the people we serve

**We CARE** – about our colleagues, our residents and our community

**We ACT** – with integrity, accountability and purpose

**We LEARN** – from data, feedback and experience so we keep improving

These five values describe the standards we hold ourselves to as a Council, and what residents and partners can expect from us.

## The Swindon Commitment

The [Swindon Commitment](#) shows how we bring our Values to life every day, in every role, across all that we do. It turns our Values into practical promises between the Council, our colleagues and the people we serve so we can work together to deliver the best possible services and support.

Created with colleagues from across the organisation, the Swindon Commitment sets out a shared understanding of how we work, lead and behave. Rooted in our five core values, it reflects how we listen to, include and respond to residents, communities and each other.



**Purpose:**

To deliver a comprehensive, high-quality masonry and multi-trade repairs service, ensuring all works are completed safely, efficiently, and in line with council standards, building regulations, and service targets. The post holder will diagnose defects, determine appropriate repair solutions, and carry out works across a range of building disciplines, contributing to the effective maintenance of housing stock and corporate properties. The role requires a strong focus on customer care, health and safety compliance, and continuous improvement in service delivery.

**Key responsibilities and accountabilities:**

- To be able to repair, renew and maintain all types of masonry works.
- Inspect, repair & maintain all types of carpentry works & build new works from start to finish.
- Plastering to a good standard.
- Plumbing to a good standard.
- Competent in all types of glazing.
- Competent in concreting works e.g. paths / ramps.
- Competent in roofing works - flat & pitched.
- Competent in tarmacking small areas.
- Competent in groundworks & drainage.
- Competent in fitting all PVCu works, including windows, doors, conservatories.
- Competent in any & all structural works.
- Fitting & repair for bathrooms & kitchens.
- Painting & decorating to a good standard.
- Maintain all appropriate tools to a high standard.
- To be able to assess problems, interpret complex information with various types of Building systems & decide the appropriate measures to correct faults without delays. This requires analytical & judgemental skills.
- Competent in the use of data recording.
- Ensure that property is left clean & tidy, removing all rubbish & arrange with supervisor for collection, making sure items suitable for recycling are separated.
- To complete all work allocated or appointed by target date/time & priority.
- To complete work to all appropriate standards i.e. approved codes of practices for the building industries, also current building regulations & schedule of rates.
- To maintain the highest level in customer care & in line with service standards.
- To have completed all required paperwork or electronic recording of test, time & material used, complying with SCS working arrangements.
- To order the appropriate spares from internal & external suppliers.
- To have fully complied with SCS's policy regarding transportation.
- To maintain the required qualifications for delivering the service as part of continuous professional development.

- Participate in the training of apprentices & other trainees, reporting findings to supervisor.

### **Supplementary Accountabilities**

To participate & promote equality, diversity best practice in all areas of work.

You must take reasonable care so as not to endanger yourself or other persons whilst at work. You must also co-operate with the Council to enable it to comply with its statutory duties for health & safety.

You must work in accordance with training or instructions given, make proper use of any personal protective equipment provided & inform your manager of any hazardous situations or risks of which you are aware.

You must ensure that you undertake responsibilities relating to your position as detailed within your Directorate Health & Safety Policy.

### **Working Environment:**

- Outside & internal works - prepared to work in all weather conditions
- Hazardous conditions will exist at times
- Involves working with hazardous materials
- Involves working in properties that are highly disagreeable & unpleasant
- A high level of manual dexterity and co-ordination is needed
- Working in confined spaces, i.e. kneeling, crouching & working at high and low levels

### **Decision making:**

- The post holder has a direct responsibility for making decisions, which will affect the future well being of individuals & is empowered to make daily decisions working with minimal supervision within a structured process.

### **Creativity and innovation**

- Work closely with all levels of Council staff & members of the public
- To suggest & devise modernisation improvements, for delivery of flexible working arrangements, working from home, mobile working & e procurement
- Better use of labour, transport & materials
- Challenging procedures

### **Job Scope**

**Number and types of jobs managed:** N/A

|                              |                                                                                                                      |
|------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>Budget Holder:</b>        | No                                                                                                                   |
| <b>Asset Responsibility:</b> | Assets: Vehicle      £15k<br>Tools & Equipment    £2.5k<br>Vehicle stock          £2k<br>Personal equipment    £1.5k |

## PERSON SPECIFICATION

| <b>Qualifications:</b>                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Essential or Desirable</b> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|
| <ul style="list-style-type: none"> <li>City &amp; Guilds, NVQ level 3 qualification or similar</li> <li>A modern apprenticeship, form of craft apprentice or similar</li> </ul>                                                                                                                                                                                                                                                                | E<br>E                        |
| <b>Knowledge and Experience:</b>                                                                                                                                                                                                                                                                                                                                                                                                               |                               |
| <ul style="list-style-type: none"> <li>Sound working experience in domestic maintenance</li> <li>Ability to make site visits</li> <li>Demonstrate knowledge of participating in good practices i.e. H &amp; S</li> <li>Must be able to carry out a full range of duties</li> <li>To have detailed knowledge of all other building crafts</li> <li>Show ability to obtain other building skills with training to deliver the service</li> </ul> | E<br>E<br>E<br>D<br>D<br>D    |
| <b>Aptitudes, Skills and Competencies:</b>                                                                                                                                                                                                                                                                                                                                                                                                     |                               |
| <ul style="list-style-type: none"> <li>Verbal contact with all levels of Council staff &amp; members of the public</li> <li>Knowledge of building regulations and repairs.</li> </ul>                                                                                                                                                                                                                                                          | D<br>D                        |
| <b>Special Conditions of Recruitment:</b>                                                                                                                                                                                                                                                                                                                                                                                                      |                               |
| The ability to travel throughout the Borough will be required and access to a car                                                                                                                                                                                                                                                                                                                                                              | E                             |

Other Key Features of the role

It should be noted that the duties and tasks associate with this post may change from time to time without altering their general character or the level of responsibility entailed. The above duties and activities associated with this job are neither exclusive nor exhaustive and the job holder may be called upon to carry out other such appropriate duties as may be required within the grading level of the job.

