

**JOB DETAILS**

Job Title:	Carriage & Wagon Carpenter
Department:	Traction & Rolling Stock
Reports to:	Primary: (Carriage & Wagon Manager) Secondary (Head of T&RS)
Contract Term:	Full Time (38 Hrs per week)

**1.0 General responsibilities and duties**

To assist the Carriage & Wagon Manager with repair and restoration of the Company's coaching stock assets and wagons. The role will also encompass general Joinery, plumbing and other work around the railway as and when required.

**2.0 Key performance indicators**

- Must be able to demonstrate that they can work to timescales and deadlines.
- Must be able to demonstrate good standards of work and also work safely as a team or as an individual.
- Show ability to work well within a team.
- Proven track record of previous joinery experience.
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This post is Safety Critical. Access to operational parts of the railway will be necessary in execution of the respective duties.

Ability to work to tight timescales and the flexibility to ensure completion of tasks that may require worktime extending beyond contracted finishing times.

The post-holder must be capable of working to instructions and must, at all times, remain flexible and accommodating to the needs of the business, this may include some weekend working if required.

### 3. Specific Duties

- To carry woodwork renewals on the railway's coaching stock fleet and wagons, this includes fabrication of new parts and mouldings, panelling, staining and varnishing or painting of woodwork.
- To Carry out Odd Job tasks around the railway as and when required, this could be joinery, plumbing or painting etc.
- Will be prepared to work in any other department where the railway deems fit to meet its business needs.
- Act on own initiative in the absence of the Carriage & Wagon Manager and in accordance with the laid down requirements and prevailing workload.

### 4. General Safety Requirements

- Adopt a safe working attitude and acquire a full knowledge of, and compliance with, relevant parts of the Rule Book, Safety Management System, Emergency Procedures and other company and departmental procedures.
- Take reasonable care for the Health, Safety and Welfare of yourself and of other persons who may be affected by your acts or omissions.
- Do not intentionally or recklessly interfere with or misuse anything provided in the interests of Health, Safety or Welfare.
- Ensure compliance with all relevant legislation, including the Health & Safety at Work etc. Act 1974, PUWER regulations and the Railways and Other Guided Transport Systems (Safety) Regulations 2006 and the Disability Discrimination Act 1995 so far as they apply to you and/or those you are responsible for.

### 5. Person Specification: Carriage & Wagon Joiner

	ESSENTIAL	DESIRABLE
Personal and Physical	Meets ELR medical requirements for engineering staff.	
Education and experience	Experience of Joinery work in various fields. Must be able to work to drawings or templates and be able to safely use hand tools and various wood working machinery.	Plumbing skills, General odd job skills would be advantageous.
Special skills and knowledge	Competent in the use of workshop fixed machinery and hand tools. Ability to be able to work closely and in harmony with the volunteer workforce.	

Issued to: \_\_\_\_\_

Issued by: \_\_\_\_\_

Issue date: \_\_\_\_\_.