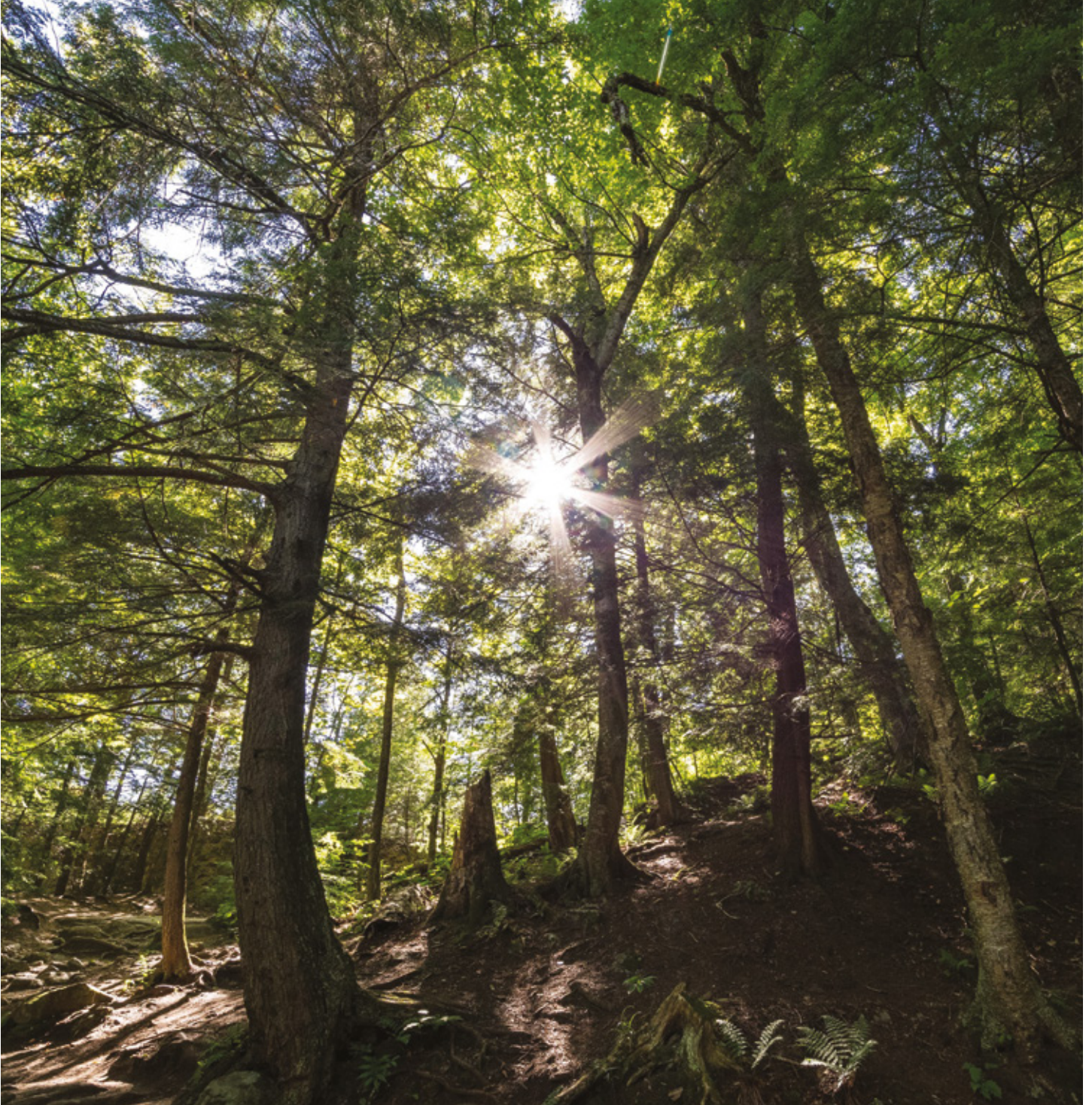




JOB DESCRIPTION

MAINTENANCE ASSISTANT



SAVING SPECIES FROM EXTINCTION | WWW.DURRELL.ORG

DURRELL WILDLIFE CONSERVATION TRUST is a Registered Charity with the Jersey Charity Commissioner, registered charity number: 1
DURRELL WILDLIFE CONSERVATION TRUST - UK is registered in England and Wales. A charitable company limited by guarantee. **REGISTERED CHARITY NUMBER** 1121989
REGISTERED COMPANY NUMBER 6448493 **REGISTERED OFFICE** c/o Intertrust Corporate Services (UK) Limited, 35 Great St. Helen's, London EC3A 6AP

PATRON HRH The Princess Royal **FOUNDER** Gerald Durrell, OBE, LHD **HONORARY DIRECTOR** Lee Durrell, MBE, PhD **CHIEF EXECUTIVE OFFICER** Lesley Dickie, PhD

INTRODUCTION TO DURRELL

Durrell Wildlife Conservation Trust is an international charity working to save species from extinction. Headquartered in Jersey in the Channel Islands, Durrell focuses on the most threatened species in the most threatened places.

Established by author and conservationist, Gerald Durrell, in 1959, Durrell delivers its conservation mission through our three integrated core areas of operation:



**A centre of excellence
in animal husbandry,
research, training and
education**



**Training future
conservation practitioners
and monitoring and
evaluating conservation
science which underpins
all Durrell activities**



**Conservation action
where it is needed most**

With a track record of 60 years, Durrell leads some of the world's longest running and most successful species and habitat recovery programmes. The quality of our work is equally as important as how we deliver it. Our values, underpin how we approach our work and the work environment we create.

OUR VALUES

PURPOSEFUL

We are clear on why we do what we do, are connected as an organisation, we understand and demonstrate enabling / delivery, we are passionate about what we do and work tirelessly to achieve it.

ACCOUNTABLE

We are accountable for our actions; we act with integrity and always have the best interests of the Trust at heart. We take it upon ourselves to update our knowledge and deliver excellence, and our ethics are of the utmost importance.

SUPPORTIVE

We develop and encourage our staff, we work as a team, work well with other departments and trust and respect each other. We promote a learning culture, treat people fairly, encourage diversity in the workplace, and value the opinions and views of others.



JOB PURPOSE

To assist in maintaining the good condition of existing buildings and structures, animal housing and enclosures. To contribute to the construction and maintenance of strong and long-lasting buildings and structures. This includes properties internal and external of the Zoo complex. To construct and fabricate anything required by management, to maintain or improve the welfare of all species in the Zoo.

MAINTENANCE ASSISTANT

DEPARTMENT

Site Services

REPORTS TO

Site Services Manager

HOURS

Full Time (40 hours per week)

LOCATION

Jersey

DIMENSIONS

Maintenance of 40 acres of grounds



KEY RESPONSIBILITIES

- Read blueprints, drawings and sketches to fully grasp requirements.
- Take measurements and calculate the size and amount of material needed.
- Observation of health and safety at work procedures, particularly unique to the Zoo with the requirement to work close to dangerous animals.
- To measure up, plan and design projects from scratch (e.g. animal housing, visitor facilities and animal travelling boxes). These can be made from various materials - wood, metal, plastic, glass fibre, brick and blockwork. This involves knowledge of all building materials and the relative skill to construct these projects.
- To use the relative materials to consider the various strength and requirements of different animals, in cage and travelling crate construction.
- Construct cages or enclosures suitable for the mammals, birds or reptiles, to meet the requirement of the department head. This involves mutual discussion on the materials and design of the project.
- Fabricate travelling crates and boxes to comply with the International Air Transport Association for species that are to be dispatched to various world-wide locations.
- Build window frames, doors, staircases and frame buildings by using raw materials or pre-constructed items.
- Lay out floorings, roofing or drywalls ensuring they are levelled and compatible.
- Inspect places and conduct repairs or maintenance.
- Erection of various types of fencing.
- Repair and replace damage through timber rot or wear and tear to sheds, benches, windows and doors.
- Repair and re-cover roofs with Ruberoid, working from ladders or scaffolding, as necessary.
- To work in all weather conditions and various environments, and to exert physical effort.
- Maintain pumps, water supplies and drainage systems throughout the Zoo complex.
- Cleaning pump filters, unblocking foul drains and choked pipework.
- Carry out daily and other periodic checks on pumps, water levels, fire alarms, emergency lighting and ensure that firefighting appliances are serviceable.
- Fit and ensure that all security and locking devices are in an operable condition.
- Minor cement, concrete and blockwork.
- Monitor the efficiency of water pumps, liaising with department/section heads and responding to their observations.
- Remove and replace tiles. These will include glazed wall tiles and floor tiles.
- To answer queries from volunteers and members of the visiting public to promote the work of DWCT.
- Carry out any other duties reasonably falling within the purview of the post, as directed by management.
- To follow safety and emergency procedures to ensure the safety of self and colleagues.
- To provide First Aid to fellow colleagues and others if trained to do so.
- To ensure members of the Department and anyone contracted to work within the Department create a safe and secure work state. Carry out a weekly planned maintenance schedule on all vital equipment.
- Some painting will be required.

KNOWLEDGE, SKILL AND ABILITY

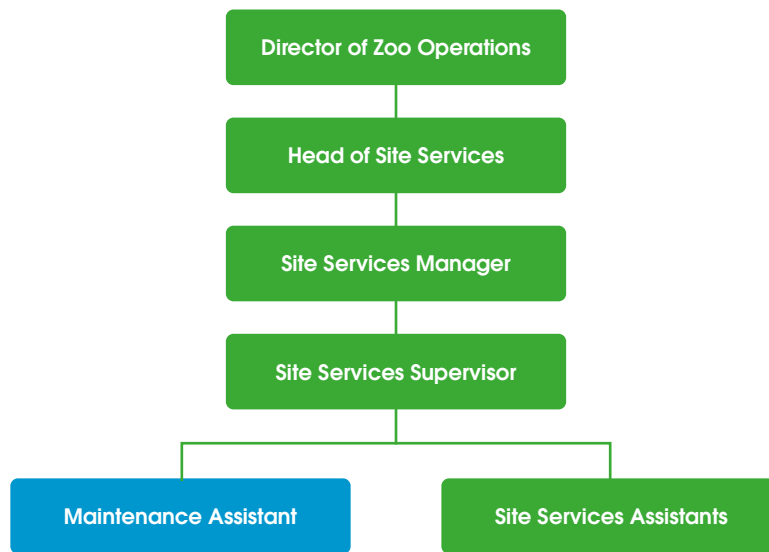
- Previous experience in a maintenance position.
 - Some carpentry experience with the full use of hand tools, various cutting, drilling, boring and planing tools and the use of appropriate fixings and adhesives.
 - Driving license is required.
 - Own tools.
 - Ability to speak and understand English.
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BEHAVIOURS AND VALUES

- Acts with integrity and with the best interests of the employer at all times.
- Enthusiastic, confident, committed and conscientious.
- Natural sympathy with animals and their environment requirements.



TEAM ORGANOGRAM



OUR LOCATION



Durrell Wildlife Conservation Trust, Les Augres Manor,
La Profonde Rue, Trinity, Jersey, JE3 5BP