



Role Profile

Job Title:	Labourer
Responsible to:	Site Manager
Responsible for:	N/A
Location:	Could be expected to work across multiple sites in Cardiff

Job Purpose

- To be the person on the ground providing drivers and pedestrians with site safety instructions.
- To be a key role in maintaining a high level of health and safety onsite.
- To support the Site Manager and team with any onsite issues as they arise.

Accountabilities

- Communicating verbally with vehicle operators by radio and/or industry standard hand signals.
- Provide clear, correct and safe directions to plant operators.
- Identifying and reporting any risks on site which could cause harm to others.
- Directing vehicle movement on or around site. Keeping people and vehicles apart from each other to prevent site accidents.
- Minimising the possible risk to personnel and other equipment.
- Guiding and/or loading and unloading of materials either into store or across the site.
- Find alternative routes for vehicles who find reversing difficult due to restricted space, or when there is imbalance in the vehicle.

General Tasks

- Cleaning of our properties.
- Mixing mortar.
- Cleaning windows and other general cleaning duties.

Knowledge/Skills/Experience

Essential

- Attention to detail
- Ability to communicate verbal instructions to drivers and pedestrians on site including being able to understand and interpret industry standard hand signals
- Ability to follow written and verbal instructions
- Ability to use own initiative
- Be able to work within a team
- General awareness of site safety issues
- Time keeping
- Professional and polite when dealing with colleagues, customers and visitors
- Flexible attitude; ability to prioritise urgent tasks
- Enthusiastic and willingness to learn
- Well presented
- Honest and trustworthy

Desirable

- Valid CSCS Labourer Card (Construction Skills Certification Scheme) or a willingness to complete this qualification whilst in employment. Hale would fund the cost of the test and card. If you are not sure if your card if your can is valid you can find out more information at <http://www.cscs.uk.com/card-type/labourer>
- Experience of working on a construction site
- Banksman Training
- Driving License
- Welsh speaking

General

The above responsibilities should be read in conjunction with all express contractual terms relevant to your employment and any other non-contractual Policies and Procedures published by Hale, which are amended from time to time.

In addition to the specified Job Purpose and Accountabilities all Hale staff are expected to:

Equality

Proactively promote the principles and practices of equality of opportunity, to ensure its effective implementation within their own work and the work of team members.

Health and Safety

Understand their personal responsibilities for ensuring the highest standard of Health and Safety towards themselves and others (e.g. colleagues, team members, residents, the public, etc.). Understand the Hale Health and Safety Policy, including details of relevant responsibilities for employees, managers and senior staff members as well as the consequences for failing to follow them.

Confidentiality

Under no circumstances should any personal data/information or sensitive personal data/information or business sensitive data/information be divulged or passed on to any persons or organisations that are not permitted to receive such data.

Data Protection

In line with legislation, and organisational policy, all personal data/information will be processed in line with the General Data Protection Regulation (GDPR) 2016/679. This includes how staff collect, use, retain, share and destroy personal data/information.

To undertake any other duties requested by the Line Manager, which are consistent with the overall purpose of the post.

Learning

Be willing to undertake the appropriate learning and development to fulfil the requirements of your role and meet site safety standards.