

Handy Person

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Company: Dexters Estate Agent Group

Location: United Kingdom

Category: other-general

Main purpose of role General Repairs and Maintenance

Location: Various London Locations

Key Responsibilities:

- Carrying out general repairs and maintenance on residential properties to include:
- Odd Jobs – hanging pictures, assembling flat pack, changing light bulbs
- Carpentry – small carpentry works, adjusting doors, fitting locks, boxing in pipes
- Plumbing – repairing small leaks, dripping taps
- Installing – appliances
- Decorating – painting, fixing cracks in walls, replacing bathroom tiles
- Other – replacing toilet seats, tightening door handles, lifting and shifting, property clearance, garden clearance
- Carrying out pre-tenancy visits, identifying required maintenance and reporting back to Property Management
- Carrying out mid-term inspections
- Carrying out emergency call outs as required
- Help diagnose works where more specialist tradesman required
- Delivering a 5 Star customer experience

Requirements:

- Trustworthy, self-driven, hard-working with an eye for detail
- Organised with an ability to manage multiple projects simultaneously
- A good communicator with an understanding of great customer service
- Mature, credible, and comfortable in dealing with clients and colleagues alike
- A logical, problem solver with a flexible “can do” attitude
- Thrives when working under pressure and comfortable working to tight deadlines
- A good all-rounder who takes pride in the quality of his/her work
- Good basic knowledge of technology, smartphone, camera, email
- Clean CBT License / Clean driving license

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