

Housing Management Worker - Middlesbrough

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Company: Service Care Solutions

Location: Middlesbrough

Category: business-and-financial-operations

Job Description

Job Advertisement: Housing Management Worker

Location: Middlesbrough base, working across Middlesbrough/Stockton/Hartlepool

Nearest Office:TS3 7SF

DBS LevelEnhanced (Both adult and child)

Service Users: Single homeless, families, offenders, substance users, individuals experiencing domestic abuse, and those with mental health issues.

Working Hours: 14 hours per week - negotiable on times/days

Car Driver Needed:Yes

Own Vehicle Needed:Yes

Valid Business Insurance: Yes

Main Duties:

As a Housing Management Worker, you will play a pivotal role in providing essential support to individuals and families across Middlesbrough, Stockton, and Hartlepool. Your main responsibilities will include:

Providing housing-related support to service users, including assistance with tenancy sustainment, rent arrears management, and resolving housing-related issues.

Ensuring Health & Safety standards are maintained within properties, identifying and addressing any hazards or risks promptly.

Raising repair requests and coordinating with maintenance teams to ensure timely resolution of issues.

Conducting assessments of service users' needs and developing tailored support plans to address their individual needs and goals.

Liaising with external agencies and support services to ensure service users have access to appropriate support and resources.

Supporting service users with move-on planning, assisting them in securing suitable accommodation and accessing necessary services.

Reporting Line: Service Lead

Lone Working: Yes

Working from Home: No

Number of Properties: 8

Requirements:

Enhanced DBS clearance covering both adult and child services.

Strong communication and interpersonal skills, with the ability to engage effectively with a diverse range of service users.

Knowledge of housing-related legislation and procedures, including Health & Safety regulations.

Experience in conducting assessments and developing support plans for vulnerable individuals.

Ability to work independently and as part of a team, with excellent organizational and time-management skills.

Valid UK driver's license and access to a vehicle with valid business insurance.

Commitment to maintaining confidentiality and professionalism at all times.

This is an exciting opportunity to make a real difference in the lives of individuals and families in need of housing-related support across Middlesbrough, Stockton, and Hartlepool.

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