



CHANDLERS FORD METHODIST CHURCH
Winchester Road, Chandlers Ford Hampshire SO53 2GJ

VACANCY

Property Manager/Maintenance Officer

CFMC has a vacancy for a Property Manager/Maintenance Officer.

This could be a role for one person who has the skills to fulfil both aspects of the job description, or it could be two separate roles.

Property Manager: 12-15 hours per week, ideally spread over 5 days
From £16.20/hour depending on skills and experience

Maintenance Officer: 10 hours per week (at least 2 hours on Mondays)
From £13.45/hour depending on skills and experience

Two interesting and varied roles, maintaining and improving the premises widely used by the Church and community.

Duties to include, but not limited to:

- Ensuring health and safety compliance
- Planning and executing regular maintenance and carrying out reactive maintenance
- Providing cover for caretaker during absences
- Liaising with contractors to achieve best value
- Monitoring the Church heating system
- Ensuring the premises are secure and safe for all users

For further information or to request an application pack, please contact Alison, Chair of Resources resources@cfmethodist.church

Application deadline: Friday 24th April at 5pm

An **Enhanced DBS check** will be required for the appointee with attendance at the Foundation module of the Creating Safer Space course

See the full role description and terms and conditions, person specification and information about the church at <https://cfmethodist.church/recruitment>