

Job Description

Job title	Windows & Door Fitter
Reports to	Windows Department Manager
Line Reports	N/A
Permanent/Temporary /Fixed Term Contract	Permanent
Business Area & Department	Green Building Store – Windows Department
Base Location	Huddersfield
Date	May 2022

Job purpose

The Windows and Door Fitter is responsible for the installation of high performance windows, in energy efficient new build and retrofit properties. The role involves fitting our bespoke triple glazed ranges of timber windows and doors in low energy houses, across the UK.

Key responsibilities

- Installing energy efficient timber windows and doors in properties around the country, working in a team
- Using hand and power tools to remove old windows, doors and conservatories
- Fixing triple glazed windows and doors in place
- Ensuring an airtight and weathertight installation that improves the buildings' energy efficiency
- Clearing away leftover materials after a job
- Carrying out remedial work as required to deliver a high-quality service
- Giving great customer service that represents a professional image for the company

Authority for making decisions

N/A

Internal relationships

Contact job title	Area/Department
Managing Director	Consult, seek approval
GBS Group Team	Consult, seek approval
Windows Department and its leaders	Consult, seek approval

External relationships

External contact details	Nature of the external relationship
Customers	Advise, Consult
Suppliers / Contractors	Advise, Consult

Education & qualifications

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Desirable	Essential
<ul style="list-style-type: none"> Level 3 qualification in joinery or equivalent Health and Safety What level?, CSCS card & FENSA qualifications 	

Work experience

Desirable	Essential
<ul style="list-style-type: none"> Experience of window and door fitting 	<ul style="list-style-type: none"> General experience with working on a construction site Joinery skills

Technical competencies

Technical competencies
<ul style="list-style-type: none"> Understanding or experience of low energy products and Passivhaus buildings Knowledge or experience as a skilled bench or onsite joiner Knowledge of health & safety Holds a full driving licence.

Behavioural competencies

Behavioural competencies
<ul style="list-style-type: none"> Methodical in work approach with attention to detail Ability to identify problems and look for appropriate solutions both working on and off site Able to work at heights Can multi-task and work to deadlines as needed Demonstrates a willingness to work with others as a team player Ability to work effectively with limited supervision after initial training period Maintain professionalism at all times Able to deal with problems in a calm manner Adaptable to new work surroundings with a willingness to learn

Signatures

Line Manager	Employee
Name	Name
Date	Date