



JOB DESCRIPTION

Job Title:	Junior Maintenance Electrician
Responsible To:	Senior Electrician / Maintenance Manager
Place of Work:	Christ's College, Cambridge and all property owned by the College in and around Cambridge
Salary Range:	Spine Points 25-27 on the University's single salary spine chart
Hours:	36.5 hours per week
Holidays:	33 days annual leave (including public holidays)
Pension Scheme:	The College offers membership of a contributory pension scheme. Subject to your age and earnings level, you may be eligible for auto-enrolment into the scheme and you have the right to opt in at any time.

Job Summary

Main Duties and Requirements

- Newly qualified Electrician in Domestic and/or Commercial work.
- City & Guilds or NVQ 2/3 Electrical Installations qualified.
- Familiar with 18th Edition of BS7671.
- Full Manual Driving Licence.
- Able to use IT Systems (Word, Outlook Etc).
- Attend out of hours call-outs (Particularly when other electricians are on holiday).
- Able to work unsupervised when necessary.

Specific Duties

- Emergency lighting testing and repairs.
- Portable Appliance Testing.
- Replacement of lighting lamps and tubes.
- Repair of electrical appliances.
- Fault finding and repair of electrical installations and equipment.
- Fire alarm testing and repairs.

- Generally electrical fault repairs as reported on the intranet fault system.
- Installation and certification of electrical systems in accordance with the current IET Wiring Regulations.
- Room set-ups as required for conferences and college use.
- Safe disposal of waste electrical and electronic equipment including lamps.
- Assistance to other members of the maintenance team requiring work areas to be made electrical safety to work in.
- Other general non-electrical duties which you may need to assist with from time to time.
- Compliance with health and safety regulations to ensure your safety and the safety of others at all times.

The above is not an exhaustive list of duties. The post-holder may be asked to take on different tasks as required, and all employees are expected to work collaboratively to support the overall work of the College.

General Responsibilities

- To take part in the College's appraisal scheme and to undertake training as required.
- To be responsible for your own health and safety in the workplace.
- To fully comply with all the College's policies including equality of opportunity and data protection.
- To undertake any other reasonable request or duties commensurate with your post.

PERSON SPECIFICATION

Criteria	Essential	Desirable
Education/ Qualifications	NVQ2 Electrical Installation Computer literate – emails, word, excel	NVQ3 or willing to train to this level or above
Experience	Apprentice trained	Experienced in college or education buildings
Skills/knowledge and training	Emergency lighting, PAT and fault finding	Minor installation works
Personal attributes	Able to work within a small team and on your own. Polite to all staff and students	Engage with college activities

December 2025