



## **JOB FACT SHEET**

### **SKILLED MAINTENANCE CRAFTSPERSON (SMC)**

### **UNITED KINGDOM AND NORTHERN AREA**

<b>Hours of work</b>	Summer Hours - Monday to Thursday Friday finish	0800 to 1230 hours 1330 to 1700 hours 1600 hours
	Winter Hours - Monday to Friday	0830 to 1230 hours 1300 to 1600 hours
<b>Annual Leave</b>	Starting at 25 days per annum. One additional day is awarded annually for each full completed year of service at 1 January, until the maximum entitlement of 30 days is reached at year 5.	
<b>Public Holidays</b>	8 days per annum	
<b>Privilege Holidays</b>	Paid shutdown between Christmas and New Year (as per Seasonal Hours) and the afternoon of Maundy Thursday. An additional paid privilege day may ordinarily be taken between 1 May and 31 August each year. However, the Commission reserves the right to move this day in accordance with the needs of the business.	
<b>Probation Period</b>	Six months	
<b>Pay</b>	£21,499 per annum on entry.	
<b>Allowances:</b>	May be eligible for Extensive Travelling Allowance. All allowances are reviewed on a regular basis.	
<b>Pension</b>	A Personal Pension Plan is offered, with the Commission contributing up to a maximum 13% of gross salary. The Commission is very proud to be awarded the honour of achieving The Pension Quality Mark (PQM), the highest independent standard of excellence available to UK employers who can demonstrate the benefits of their pension offering	
<b>Life Assurance</b>	For employees up to the normal State Pension age, cover consists of six times pensionable salary for those in the Group Personal Pension Plan and three times basic salary for those who choose to opt out.	



Information from this application may be processed for purposes permitted under the General Data Protection Regulation. Information about how your data is used and the basis for processing your data is provided in our job applicant privacy notice published on our website.

**Appointment will be subject to proof of original educational and/or professional qualifications required for the role, two satisfactory employment references, satisfactory medical clearance and proof of right to work in the UK.**