

TRADITIONAL BUILDING SKILL BURSARY SCHEME

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Placement Specification

Traditional Title:	Carpentry and Joinery Trainee
Placement Provider:	C.S. Williams (Construction) Ltd, 150 Priorswood Road, Taunton, Somerset. www.cswilliams.co.uk
Reporting to:	Senior Carpenter
Location:	Tyntesfield, Wraxall and The Priory, Bristol
Bursary amount:	Up to £15,000
Period of training:	260 days (12 months)
Start date:	Flexible
Attendance:	8:00 – 4.30; Monday – Friday

Overall Purpose of the Placement:

A training placement to develop traditional carpentry skills, working with C.S. Williams's team of craftsmen on sites in Somerset. The company's experience, flexibility and careful approach when responding to the demands of fragile historic buildings has led to developing long term relationships with conservation architects and clients such as The National Trust and Hestercombe House. The company is currently working on the conservation contract at The National Trust's property Tyntesfield House and at The Priory in Bristol.

The Trainee will gain practical hands-on experience of restoring existing building features; building new additional elements to heritage standards and with appropriate materials and techniques to match existing. They will also experience site assessment, organisation and management, associated health and safety checks and procedures.

Main areas of Work:

Your application should clearly illustrate your potential to carry out these responsibilities.

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- To carry out carpentry and joinery work (with support and training) to the required standard of work, efficiency and quality expected by the Placement Provider
 - Gain experience in aspects of carpentry and joinery work in order to meet the training targets as specified in your Individual Training Plan and to be agreed with your Supervisor
 - Be accountable for your own development by undertaking and completing the Scheme's Progress Record procedure
 - Follow specific instructions from your Placement Provider
 - Ensure that all work is undertaken in line with North West Heritage Trust's policies and rules

Other:

The Trainee is responsible for the health and safety of themselves and of others who may be affected by their acts or omissions at work.

The Trainee may be required to perform other duties or tasks as may be reasonably requested by the Placement Provider and will be expected to work within the Bursary Terms and Conditions.

Trainee Specification:

To be successful at gaining an interview, your application should clearly illustrate how you meet the following criteria. The selection process will assess your suitability further.

Knowledge:

Essential:

- To provide evidence of competency to Level 2 in joinery and carpentry, or equivalent in a building craft relevant to the Placement skills

Desirable:

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- A NVQ level 2 qualification in Wood Occupations, or equivalent in a building craft relevant to the Placement skills

Skills:

Essential:

- Evidence of having worked with hand tools, ideally in this building skill area
- Proven ability to work outside and at heights, in a variety of weather conditions
- Good communication skills
- Adaptable and flexible, with proven qualities as a strong team player, able to work closely with others, and ability to work on one's own initiative

Experience:

Essential:

- Proven ability to absorb and apply new technical information
- Proven ability to work to required standards and to understand and use the appropriate methods, tools and applications
- Proven ability to take responsibility for professional development

Desirable:

- Experience of working in the built environment

Motivation:

Essential:

- An enthusiasm, commitment and passion to move into a career within the built heritage sector in England or Wales
- Willingness to travel both within and outside the region of your Placement Provider organisation

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- An enthusiasm to work towards gaining an NVQ Level 3 Heritage Skills in Carpentry and Joinery
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Selection Procedure

The candidates, whose applications demonstrate knowledge, motivation experience and abilities which best match those we are looking for, will be invited to interview. It is therefore essential for your application to give a full and concise description of the nature, extent and level of your experience and responsibilities you have held.

The recruitment panel will select the candidate most suitable for appointment. Their decision will be final.

The Traditional Bursary Scheme Management reserves the right to change a Placement Specification description after consultation with the Trainees and Placement Provider concerned.

Please return your completion application form to:

Clara Willett,

Bursary Scheme Manager, Traditional Building Skills Bursary Scheme, PO Box 1179, Tring, HP23 6WR

Tel: 01442 890756

E-mail: clara@buildingbursaries.org.uk

Application Closing Date:

Interview Date:

Friday 26th March 2010

Friday 16th April 2010