Job Description

Boatyard Operative – Part time

	Thornham Marina is a traditional but forward-thinking marina and boatyard based in Emsworth and is part of the Trafalgar Group, a young, dynamic, successful group of businesses operating in the leisure boating, marina and property sectors. We're now on the lookout for a Boatyard Operative to join our small, friendly team at Thornham.
Company Vision	To create vibrant, innovative destinations where people connect, thrive, and experience memorable moments, supported by seamless service that enhances every interaction, across all our locations.
Our Culture	Here at The Trafalgar Group, we enjoy a fun, vibrant, forward-thinking working environment. It is essential that the successful candidate not only has all the skills required for the role, but on a personal level has a bright and positive outlook, is friendly and a good team-player and is also happy to work at any level in the business when required. We actively encourage career progression within the business.
Location	The role is based at Thornham Marina but on occasion you may be required to travel to other locations and events.
Work days and environment	Work days are 3 days per week (Tues/Wed/Thurs) with options to extra days in busy periods in the Autumn or Spring. It will typically be from 0800 to 1630 with 30 mins for lunch plus weekend work on a rostered basis. On occasions and due to the demands of the job, you may be required to work outside of these times.
Reporting to	Alex Howard Brand, Boatyard Manager
Responsible for	There is no direct line management responsibility.
Key liaisons	Work with the boatyard team and admin, office team and of course customers.
Recruitment timeline	Recruitment from 5th January with appointment soonest.
Job purpose	To assist and support the Boatyard Manager in the day-to-day 'hands on' operation of the marina boatyard. To maintain a high level of customer service in respect of all yard activities. To operate the boat and telescopic handling equipment to safely lift, launch, scrub boats, step/un-step masts.

Prime tasks and responsibilities

Key Accountabilities:

To assist the Boatyard Manager in ensuring the business operates in line with the Industry Code of Practice standard and in accordance with Health & Safety legislation and any other statutory requirements.

To maintain a high level of customer service in respect of all yard activities.

To assist in the allocation of boats in the boatyard to maximise the available space. To assist with the stepping/un-stepping of masts, to antifoul boats as and when required. To ensure the site is kept to a high standard of cleanliness at all times. To assist with the servicing of all yard equipment and to carry out tasks as detailed by the Boatyard manager. To ensure that all given jobs are completed to the highest standard and to work as effectively and efficiently as possible, as part of a team or individually. Advise the Boatyard Manager of any operational information as necessary.

To operate all yard equipment and machinery to safely lift, launch, scrub boats step/unstep masts. Subject to training and certification as required.

To ensure that daily, weekly, monthly checks are recorded and reported to the Marina Office.

To repair, paint and generally maintain the yard equipment to the required specified standard.

To be fully conversant with all fire/emergency procedures. Carry out all the necessary fire checks.

To be aware of the weather and flood warnings and take all necessary precautions/actions e.g. checking shores/berths. All actions during periods of high winds to be recorded in the yard diary.

To advise the management of any areas within your scope of responsibility that are giving you cause for concern.

To comply with this Company's Health and Safety policy and that of the Health and Safety Executive.

Any other duties required by the Management.

Working Relationships

To liaise with all customers, staff, external suppliers and any other organizations in a professional and efficient manner when required.

To actively 'meet and greet' all customers upon arrival and be available around the yard to listen to any customer issues and deal with any complaints.

Performance Expectations:

To demonstrate a thorough working knowledge of Health & Safety policies and practices relevant to the operation of the Marina, and to ensure compliance with all relevant statutory and insurance requirements.

To ensure yard equipment is properly maintained and action is taken promptly to repair any faults or defects.

To make best endeavors to meet agreed targets/deadlines for which you are responsible.

To advise the Boatyard Manager of any areas within your scope of responsibility that give you any cause for concern.

To undertake any other duties reasonably required by the business.

Wage / salary	Dependent on experience.
Qualifications	Driving License (preferred). All other training can be given if needed.
Other benefits	A competitive salary and benefits package. The opportunity to lead a thriving marina with an excellent reputation. A supportive, close-knit team and a dynamic working environment. Ongoing professional development opportunities. Access to our Boat Club facilities
Take the plunge	If this is a role you see yourself in why not take the plunge? You can apply via our website by uploading your CV and cover letter FAO Jonathan Farnell

Prepared By:		Date:	
Employee Name:		Date Joined:	
Job Description Accepted By *(Sign):*		Date:	