

## Job Title – Commercial Glazing Labourers

Hours - 42 hours per week

Salary - Dependent upon experience and age - £14,798 - £19,135

We are looking for new team members to join our team based from Swanley depot.



You will be required to work in a variety of settings and in each setting, expected to contribute to the work undertaken and accountable to the Commercial Service Engineer for the standard of their work.

### Duties include:

- Assist Commercial Service Engineer with day to day duties, which include but are not limited to; Repairing, Removing and Installing, PVC, Aluminium and Timber Windows and Doors, Locks, Glazing, Garage doors and conservatory roofs.
- When required, to complete stock controller duties, within the branch, this includes but is not limited to, taking deliveries, organising work bays and general tidying of the depot.
- For the purposes of training, expected to allow work to be observed directly and also required to record, analyse and discuss work with the supervising Service Engineer and Branch Manager.
- To attend as directed appropriate training courses
- To create a favourable & professional image in respect of VPS to customers, insurance companies, colleagues & the public in general, at all times.
- To ensure that information security policies and procedures are adhered to as defined in VPS's Information Security Management System (ISMS), and that all information security incidents are reported promptly.

### Preferred experience/skills:

- Driving Licence Required
- Excellent customer service skills
- Strong work ethic and communication skills
- A Can-do approach with the ability to work over time when required
- Desirable:
- Knowledge of the industry would be an advantage
- Experience of working both within a team and individually

### Why VPS?

- Fast growing business with excellent opportunities for career progression and development
- You will be supplied with the equipment, tools and a use of a company vehicle to be able to excel in the role
- Company pension scheme
- Annual leave 20 days (increasing to 25 days) and 8 bank holidays
- Health Care Cash Plan, and Free Medical and Legal helpline.
- Uniform, PPE (Personal protective equipment), Tools

*Please be aware due to the work that we undertake you will be required to undertake a Credit Check and Criminal Record and Barring Check known as a DBS check.*

### How to apply:

Please provide a copy of your up to date CV and supporting covering letter detailing why you think you are suited to this role to the VPS recruitment team at [recruitment@vpsgroup.com](mailto:recruitment@vpsgroup.com)

**If you have not been contacted within 10 working days of your application, then please presume that you have not been successful on this occasion.**

**Closing date: TBC**

### General Information:

General Data Protection Regulation (GDPR) May 2018 - As part of any recruitment process, the VPS Group collects and processes personal data relating to potential employees. We are committed to being transparent about how we collect and use that data and to meeting our data protection obligations. **For Further Information please refer to the link:** <https://www.vps-jobs.com/vps-privacy-notice-applicants>

VPS are an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age