** Emergency Light Tester and Portable Appliance Tester**

**Full Time, Permanent**

**£24,750 to £25,954 P.A**

*Nescot is recognised as the ‘****Employer of the year’*** *at the Surrey Business Awards 2024 and offers a wide range of benefits and wellbeing activities to staff.*

Nescot is recruiting for a PAT and emergency light tester to join the facilities team. This role will also involve assisting with college maintenance duties. This role is crucial in ensuring the safety and compliance of electrical appliances and emergency lighting systems across the campus. It offers an excellent opportunity for individuals looking to advance their career in electrical safety within an educational setting.​

The standard working hours are typically from 8:00 AM to 5:00 PM. However, depending on business needs, you may be required to start as early as 7:00 AM or finish as late as 7:00 PM, with occasional weekend work.

**What we are looking for:**

* Enthusiasm and dedication
* Level 2 in Electrical
* Organisational skills
* Understanding of health and safety
* Ability to work independently with high attention to detail and accuracy

**Duties/responsibilities:**

* PAT testing
* Emergency light testing
* Assist in maintaining a tidy and safe workshop
* Support the facilities team
* Ensure Health and safety compliance

**Benefits:**

* 25 days annual leave
* A discounted on-site gym, sports hall, fitness class, starbucks osteopathy and day nursery
* 5-minute walk from Ewell East Station, Free parking on-site
* Free online qualifications
* Blue light discount

*Nescot is leading educational institution committed to providing exceptional learning experiences. We have recently invested over £30 million in our facilities to ensure our students and staff have access to the best resources and equipment*

*Nescot is graded ‘Good’ by Ofsted following its latest inspection in January 2023. Inspectors rated the College as Good in all 8 aspects. At Nescot, we’re proud of our inclusive culture and we welcome all applications. This role is employed through Nescot Enterprises Ltd, a wholly owned subsidiary of Nescot which operates different terms and conditions.*

**Interviews will be held as and when candidates apply**



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**Job Description**

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| **Position Details:** | |
| **Title:** | PAT Tester and Emergency light tester |
| **Department:** | Estates |
| **Fraction:** | 1FTE |
| **Status:** | Permanent |
| **Grade:** | NEL Grade 3 |
| **Child/Vulnerable Adult Contact:** | yes |

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| **Reporting / Department Details:** | |
| **Responsible to:** | Head of Estates and facilities |

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| **Job Purpose:** |
| This role is crucial in ensuring the safety and compliance of electrical appliances and emergency lighting systems across the campus. It offers an excellent opportunity for individuals looking to advance their career in electrical safety within an educational setting.​ |

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| **Main Duties and Tasks:** |
| * **Portable Appliance Testing (PAT):**   + Conduct in-service inspection and testing of electrical equipment to ensure safety and compliance with current regulations.​   + Perform formal visual inspections of portable electrical equipment within various college environments.​   + Record and maintain accurate test results and documentation.​   + Carry out minor remedial repairs, such as replacing cables, plugs, and extension leads.​   + Advise staff on the safe use of electrical equipment and report any concerns.​ * **Emergency Lighting Testing:**   + Conduct routine testing and maintenance of emergency lighting systems to ensure functionality during emergencies.​   + Document test results and report any issues or required repairs.​   + Collaborate with the Facilities team to schedule and perform necessary maintenance tasks.​ * **Additional Duties:**   + Assist in maintaining tidy and safe workshop spaces.​   + Support the Facilities team with other duties as required, including handling and movement of materials.​   + Ensure compliance with health and safety policies and practices.​ * Conduct thorough Portable Appliance Testing (PAT) to ensure compliance with safety standards. * Perform quality assurance checks to identify faults or issues in electrical appliances. * Complete test results and document findings accurately. * Communicate effectively with others to explain test outcomes and provide recommendations. * Maintain testing equipment, ensuring proper calibration for accurate results. * Stay updated on industry regulations and best practices related to electrical safety. |

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| **Personal Development:** |
| * Participates in, and co-operates with, own Performance Review Interview to ensure that job-related targets are met and on going staff development in line with Nescot’s aims. * To carry out Continuing Professional Development (CPD) relevant to the role, including subject or professional updates. |

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| **Equality and Diversity and Nescot Values:** | |
| * It is the responsibility of the post holder to promote equality and diversity, Nescot Enterprise values and recognition of diversity throughout Nescot Enterprises. * To follow and adhere to Nescot’s Equality and Diversity policy at all times. * The post holder will undertake their duties in full accordance with Nescot Enterprises’ policies and procedures relating to equality and diversity and Nescot Enterprise values. |

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| **Safeguarding and PREVENT Responsibilities:** |
| * It is the responsibility of the post holder to commit to safeguarding and promoting the welfare of students within Nescot Enterprises. * The post holder will undertake their duties in full accordance with Nescot Enterprises’ policies and procedures relating to safeguarding, PREVENT and promoting the welfare of students. |

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| **Additional Duties:** |
| * To undertake such additional duties as may be reasonably required commensurate with the level of responsibility within Nescot Enterprises at the initial place of work or any other of the College Group sites within the area. |

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| **Health and Safety:** |
| * Under the Health & Safety at Work Act 1974, whilst at work, you must take reasonable care for your own health and safety and that of any other person who may be affected by your acts or omissions.  In addition, you must co-operate with the College on health and safety and not interfere with, or misuse, anything provided for your health, safety or welfare. * The Health and Safety Policy is available through Sharepoint, your line manager or via Onboarding .  |  | | --- | | **Terms and Conditions of Nescot Enterprises Ltd:** | | * Please note that this is a post under Nescot Enterprises which has different terms and conditions to that of the College | |

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| **Annual Leave and Hours of Work:** |
| * Full time hours of work are 37.5 hours per week, normally worked Monday – Friday 8.45 am – 5.15 pm. Part time or casual hours will be as agreed. * For full time staff annual leave is 25 days plus Bank Holidays plus 5 efficiency days taken at Christmas when the College is closed for 2 weeks. Part time staff’s annual leave will be pro rata. Please note that it is expected that post holders will take their annual leave at times convenient to the department and its students, which will normally therefore be at times when students are not in College.  |  | | --- | | **Pension** | | You have the right to join the NEST scheme and you will be automatically enrolled into the NEST Government Workplace Pension Scheme should you meet the required criteria of an eligible job holder. You may elect to opt out if you wish. |   This job description is current as dated. In consultation with the post holder it is liable to variation by the College to reflect actual, contemplated or proposed changes in or to the job.  UPDATED BY: Date:  UPDATED BY: HR Date: May 2025 |
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****PLEASE CONTINUE FOR PERSON SPECIFICATION

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| **Person Specification – PAT tester** | | | | |
|  | **Essential** | **How Identified\*** | **Desirable** | **How Identified\*** |
| **Experience** | PAT testing experience  DIY experience |  | Experience as an electrician | A |
| **Skills and Abilities** | Strong organizational skills with a solid understanding of health and safety regulations.  Excellent verbal and written communication skills, with a proven ability to provide outstanding support and service.  Ability to work independently while maintaining high standards of accuracy and efficiency. | I/T  A/I/T  I  I |  |  |

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| **Qualifications** | Level 2 in a relevant electrical discipline; Level 3 is desirable.  PAT testing training | | |  |  | | A |
| **Personal Qualities** | Has awareness of equality and diversity and NEL Values which is promoted within your role  Commitment to continuing professional development  Commitment to safeguarding, PREVENT and promoting the welfare of learners  The required health and physical capacity to carry out the relevant administrative activities, after NEL has made such adjustments as may be required under the disability provisions of the Equality Act 2010  Commitment to energy management and sustainability | | | A/I  A/I  A/I  A/I  A/I  A/I  A/I |  | |  |
| **KEY** | | | | | | | |
| **A** = Application Form | | **I** = Interview | **O** = Observed Teaching Session | | **T** = Test | **M** = Medical Questionnaire | |

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