

Maintenance Manager

Key points:

- Contact person for other Committee Members and Users regarding any maintenance issues identified around the building.
- Monitor general condition of the premises and immediate outside area and report any action needed.
- Liaise with Alan Parker to carry out small general maintenance jobs
- Contact tradespeople to carry out works that are beyond our capacity.
- Liaise with tradespeople and others to allow access to the Hall and grounds
- Liaise with Fire prevention officers and meet for site checks