

Facilities Management Assistant (FMA)- Vertas Derbyshire Limited

To cover areas : Herbert Strutt

36 hours 15 minutes per week, 52 weeks per year

Monday to Friday 07:00-10:30 / 14:15-18:00

£10:82 per hour

Are you a FMA with experience or would you like to be trained to be an exceptional FMA?
We can help.

Would you like to work for a Company who are fanatical about engaging our colleagues,
improving their wellbeing and developing their careers?

If the answer is yes to the previous questions, your new opportunity is awaiting you;

We're looking for a dedicated FMA who wants to make a difference and thrives in a
challenging environment. This is a fantastic opportunity to extend your experience, or to
kickstart your career with extensive training in order for you to achieve your career goals.

About us:

Vertas is one of the fastest growing multi-services facilities management companies in the
UK. Our passion is driven by putting our colleagues and customers at the heart of everything
we do.

Values and Behaviours:

The FMA will have:

- Great customer service and communication skills.
- Passion for sustainability.
- A Team player providing an excellent service across the Vertas Group.
- The ability to make the best decisions with Vertas in mind.
- Listening and responding to colleagues, customers and suppliers to achieve the best outcome.
- The ability to adapt and respond to change in a growing organisation.

Main responsibilities include:

- Demonstrating Health and Safety awareness and have a willingness to attend training courses including Health and Safety (all training will be provided).
- Undertaking cleaning duties.

Vertas is committed to safeguarding the welfare of children and the successful candidate will be required to apply for an Enhanced Disclosure from the Disclosure and Barring Service and declare any cautions, convictions, reprimands or final warnings which are not protected as

defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013).

Your Package:

- £10:82 per hour.
- Company pension scheme.
- Lifeworks Staff discount scheme.
- Job related training plus personal development opportunities.
- Mental Health First Aiders support.
- Employee Assistant Programme available 24/7.
- Virtual GP Facility.
- Smart Health Mental Health Support.
- Online health check and fitness programme.

For further information please contact in the first instance **Kirsty Bedson, Area Manager,**
Vertas Derbyshire 07553260154