

CLIVEDEN

CONSERVATION

Yard Supervisor

Part time (3-4 days a week) with potential for full time contract

Taplow (SL6) based

Cliveden Conservation is one of the country's leading experts in the conservation of stone, plaster, wall-paintings and the decorative arts.

The business continues to grow and flourish, and so too does our team of excellent conservators, craftspeople, apprentices and managers who are at the heart of our organisation, and key to our success.

Cliveden Conservation is looking for a responsible person for the efficient storage, maintenance, movement and transfer of all stock including stone, plaster, timber, chemicals, equipment and tools.

The role will involve:

- Managing and maintaining the running of the yard
- Organising waste disposal
- Managing logistics of materials to and from sites
- Manage part time driver and fleet of vans
- Organise kit for jobs
- Maintain our tools and equipment; PAT testing and out sourcing to specialist companies
- Manage a small budget
- Keep inventory of stock
- Responsible for the Fire and Health and Safety aspects of the yard
- Order stock

The Candidate will be:

- Pro-active
- A good listener
- Highly organised
- Have a good attention to detail
- Problem solver
- Have a knowledge of site protocols
- Knowledge of tools and building materials
- Full driver's licence with ability to drive a range of vans

For full job description

If you would like to know more, please contact:

Penny James
Office Manager
01628 604721

Application is by submission of a copy of your CV and a brief covering letter stating why you fit the criteria. Please send to:

info@clivedenconservation.com

with the subject heading: **Yard Supervisor**