

# Job Vacancy



Job Title	Site Maintenance Assistant
Reporting to	Estate Manager
Salary	£17,700 - £18,700
Location	Helston, Cornwall
Contract basis	Permanent
Start date	As soon as possible
Closing date for applications	5PM DATE Wednesday 26 June

## Job Summary

We are seeking an experienced, dedicated and motivated Site Maintenance Assistant to join a high-achieving team at Goonhilly Earth Station Ltd who can help us look after and develop our beautiful site.

Our employees enjoy a wide range of challenges and developments offered at Goonhilly and are keen to jump in and help colleagues wherever needed. We are looking for candidates who are good team players, willing to be flexible and partake in different areas of work, as required.

We offer a competitive salary with potential to expand in a rapidly growing and exciting company, with opportunities for training.

The role is based at Goonhilly Earth Station in Helston, Cornwall.

## Job Description

### Job Purpose

To provide a safe, secure and maintained environment for our staff, customers and contractors.

Under the direction of our Estate Manager, contribute to the smooth running of the Goonhilly Earth Station through a range of caretaking, cleaning and maintenance duties.

Responsibilities may include but are not limited to:

- Cleaning site facilities and ensuring all areas are tidy and litter free
- Carrying out repairs and maintenance to the buildings , facilities and surrounding areas
- Advising the Estate Manager of any repairs or maintenance work required at the site which may need outside contractors
- Assisting the Estate Manager in ensuring that the legal provisions relating to Health and Safety at work are properly adhered to
- Grass cutting and grounds maintenance work when required
- To undertake any other responsibilities as required for the role

## Person Specification

### Essential:

- Applies safe and responsible working practices, complying with all relevant health and safety policies.
- Capable of working independently
- Be a positive thinker and take a proactive approach in finding solutions
- Good communication, customer liaison and interpersonal skills at all levels
- Be flexible and enthusiastic
- A commitment to Goonhilly's vision for the future

### Desirable:

- Previous experience in a similar role

## How to apply

Please send your CV and a letter of application describing your suitability for the role, demonstrating how you match the person specification via email to recruitment [at] goonhilly [dot] org (preferred), or to:

Nicola Griffiths-Lumb  
Goonhilly Earth Station Ltd  
Goonhilly Downs  
Helston  
TR12 6LQ

We aim to evaluate all applications 2 weeks after the closing date and will inform all applicants of the outcome. We reserve the right not to appoint, to change the specification based on applications received or to re-advertise. GES Ltd is an equal opportunities employer.

Employment is subject to pre-employment checks and agreement to our employment contract.

### **About Goonhilly Earth Station Ltd**

Goonhilly Earth Station Ltd (GES) acquired the world-famous Goonhilly Satellite Station in 2014. It is an independent, privately-owned SME providing a complete range of satellite and deep space communications services. GES is growing an ever wider range of space and data related services.

GES clients include some of the largest global satellite operators. Working alongside ESA, GES is developing the world's first private Deep Space Communication system. GES also has close relationships with a wide range of leading universities including Oxford, Manchester, Leeds, Southampton, Durham, Herts to enhance UK capabilities in Radio Astronomy.

GES has been awarded Enterprise Zone status as part of the expanded Newquay Airport Aerohub Enterprise Zone.

The Goonhilly infrastructure includes 24/7 operations, diverse power, connecting a wide range of antennas.