



# Labourer/Driver

**Closing Date: Wednesday 15<sup>th</sup> July, midday**

**Expected Interview Date: w/c 27<sup>th</sup> July**

**Recruitment Reference:**  
417

**Starting Salary:**

£27,740

**Salary Range:**

£27,740 - £28,213 pro  
rata, per year

**Pay Grade:**

Grade 1

**Directorate:**

Operations Central MCU

**Location:**

Doune Depot/Castle

**Line Manager:**

John McPake

**Contract Type:**

Permanent

**Working Hours:**

Full time - 1820 hours per  
year (annualised hours)

Thank you for your interest in the post of Labourer/Driver with Historic Environment Scotland that will be based in Doune, Perthshire, FK16 6EA. This is a permanent and pensionable position.

You will be joining a dedicated team where you will contribute to the conservation of historical monuments under the care of Historic Environment Scotland and within the Doune Depots remit.

## **Overview of the post and information about the team**

The Doune Depot Monument Conservation Unit, (MCU), currently consists of an 5-person team all of which carry out compliance conservation and maintenance work on a variety of locations. The team is lead by our Depots Lead tradesperson and the Property Maintenance & Compliance Manager who oversee and manage the works within the Doune Depots remit.

You will provide labouring duties to the team as well as driver duties in transferring the squad to their place of work and picking up materials. You will be expected to make your own way to and from Doune Depot for start and finish times. You may on occasion be required to work at other monuments within the HES Central Region.



## Key responsibilities, duties and objectives

The main duties of the labourer's post include:

- Providing semi-skilled assistance to enable the stonemasons to carry out their conservation duties
- Transporting the Monument Conservation Unit staff, plant, equipment and materials from depot to various Historic Environment Scotland sites spread throughout the Doune Depot remit.
- Carry out routine maintenance at various sites ensuing continued high standards of presentation of the properties including a weekly litter collection
- Maintenance of small plant and equipment
- Undertake statutory inspections to ensure that HES is fully compliant with legionella and fire legislation
- Maintain individual responsibilities for Health & Safety awareness and the health and safety of members of the public and fellow employees
- Keeping the working site clean and tidy ensure that access egress to working areas are always maintained
- Weeding of low-level masonry, moss removal from low level wall heads
- Delivery of consumables, plant and equipment required by the sites (both Visitor Operations & Monument Conservation Unit) e.g. paper towels, cleaning equipment, shop stock when vehicle suits etc.

From time to time you will be required to attend training courses identified to assist the work, or to comply with health and safety legislation (this may require overnight stays away from home).

## Knowledge, skills and experience

You will be required to demonstrate that you meet the requirements and qualifications below as part of the selection process.

### ***Essential requirements:***

- A basic general understanding of traditional building methods, especially using lime mortars, and an up-to-date awareness of the practises and techniques needed in the conservation of historic buildings and monuments.
- Experience and knowledge of health & safety practises including Control of Substances Hazardous to Health (COSHH) assessments, risk management etc.
- Experience of working within construction sites
- Experience of general labouring practises
- Small plant and equipment maintenance
- Full UK Driving Licence or if non-UK driving licence holder then a willingness to convert within the first 12 months of employment. Willing to work towards a D1 + E Entitlement if not already obtained.

### ***Desirable requirements:***

- CSCS accreditation card holder

### **Our Interview Process**

If you have been shortlisted for this role, we will send you an email to invite you to meet with us for an interview. This will take place either in-person or by video call (we will let you know which one in advance). Our panel will ask you some questions to get to know you and better understand how you meet the key competencies and behaviours of the role that you are applying for. This is also an opportunity for you to know the team better and make sure that we are the right choice for you

There may be a task included in the interview, which is relevant to the role you are applying for. If this is the case, we will let you know what to expect beforehand. Should you be shortlisted for interview, we will send you out the key questions in advance to help you prepare. Your questions will be based on the following selected key requirements of the post:

#### **Key Competencies:**

- **Teamwork** - Contributing to and supporting working together
- **Planning and Organising** - Putting plans and resources in place to achieve results
- **Communication** - Communicating appropriately and clearly

#### **Key Behaviours:**

- **Taking personal ownership** – We are the ‘local experts’ in our area. Recognising this expertise and feeling empowered to make decisions and owning the issues to deliver the bigger picture.
- **Learning as we work** – Ensuring we are all accountable for our own personal growth and learning. Ensuring we reflect on these moments and are brave enough to seek them out and grow with our changing world.
- **Working together at the right pace** - Challenging the barriers that slow things down and asking: “is there a better way?”. Setting realistic deadlines, balance workloads and stretch ourselves to grow.

### **How to apply for this post**

You can apply online by visiting our [vacancy page](#) on the Historic Environment Scotland website. If you are unable to complete an online application process, please email [centralrecruitment@hes.scot](mailto:centralrecruitment@hes.scot), quoting the job title and recruitment reference, and we will arrange for an application form to be sent to you. Alternatively, you can call 0131 668 8600 to request this.

Guidance on completing your application can be found in the ‘How to Apply’ section in the Job Summary, please ensure that you read this to understand what should be included in your cover letter. If you are applying internally, please read our CV and Cover Letter Guidance included in the advert under the section ‘Key requirements of the role’

Your application must arrive by the advertised closing date. Please note that when applying online, we will only be able to see your application once you **fully** submit it.

Please note that, as we operate an electronic recruitment system, we will contact you via the email address that you provide in your application to inform you of the outcome of your application.

For further information about the post, please contact Stewart Downie, District Works Manager, via email on [stewart.downie@hes.scot](mailto:stewart.downie@hes.scot)

We are dedicated to building a workforce which is reflective of diversity within Scotland. We warmly welcome applications from candidates of all backgrounds, regardless of age, race, gender or gender identity, religious beliefs, marital status, sexual orientation, disability, or neurodiversity. In support of our Gaelic Language Plan, we welcome applications from Gaelic speakers.