



BOATMAN/ESTATE MAINTENANCE

JOB DESCRIPTION

ACCOUNTABLE TO: Estate Foreman/Marine Operations Manager

KEY RELATIONSHIPS: Estate Foreman, Finance & Estate Directors

LOCATION: MacLeod Estate, Dunvegan, Isle of Skye

JOB SUMMARY:

This full-time role consists of two parts. The first is to provide dedicated building maintenance and repair services across the MacLeod Estate. The second is to helm one of our traditional clinker boats which take our visitors to see the local Dunvegan seal colony during the season.

Maintenance Dept.

As a member of the Maintenance Dept. at Dunvegan Castle & Gardens, you will undertake repairs and maintenance tasks in a timely manner and to a high standard. Adhering to best building practice, you will continue to develop and implement traditional skills and craft techniques appropriate to the heritage nature of the estate's property portfolio.

To proactively assist in the provision of maintenance services essential for our day-to-day operations, including assisting with regular maintenance tasks such as cleaning gutters, fuel deliveries and the refuse and recycling collections around the core estate.

To undertake specific repairs on restoration projects commensurate with post holder's particular skillset as directed by the Estate Foreman, Estate and Finance Directors

To assist external contractors and suppliers in the conservation and repairs of the MacLeod Estate's buildings and services.

Boatman at Marine Dept. (1st April to 30th September)

To operate the traditional clinker boats as required in a safe manner, under the supervision of the Marine Operations Manager. Safely navigate the loch waters taking account of the tide times and

levels, wind and other weather conditions, so that trips are conducted safely for passengers, crew and craft.

Be responsible for ensuring maximum passenger numbers per trip, liaising with the marine retail assistant by radio before setting off. Take responsibility for mooring the boats securely between trips.

Act as an ambassador for the estate, ensuring that our visitors have an unforgettable positive experience on our award-winning seal trips.

To assist with the maintenance and upkeep of the marine operations, including annual winter repairs to the boats, engines, chains, moorings, and other marine equipment as required.

KEY RESULT AREAS

1. Maintenance Department

- a) Liaising with the Estate Foreman and using your own initiative, undertake maintenance repairs for all departments ensuring that all works are completed in the timescale specified and to a high standard.
- b) Be proactive and when you spot something is wrong, try to repair it and/or report it.
- c) Regular checks and orders to collect fuel for estate vehicles, boats, and other machinery.
- d) Complete regular maintenance tasks and projects on time.
- e) Keep estate vehicles clean and in a good state of repair.
- f) Operate the maintenance plant, tools and machinery in a safe manner, observing all current H&S legislation.
- g) Ensure that the inventory of all estate tools, plant and equipment is updated, and replacements are logged.

2. Marine Operations Department (1 April – 30 September)

- a) As part of a team of boatmen during the seal boat trips open season, participate in the rota as drawn up by the Marine Operations Manager, ensuring boat availability is optimised and that passenger trips operate in a safe and timely manner.
- b) Operate the seal boat trips within the safety parameters set, ensuring that all marine operations comply with current marine and Health & Safety regulations.
- c) Holder of a Boat Master Grade 3 or Powerboat Level 2 with commercial endorsement for sailing with passengers. Training will be provided.
- d) Act as VHF Radio Safety Officer for out-of-hours fishing trips and loch cruises, such that a rescue boat is always available. Radio contact must be maintained at all times, including an open channel to the emergency coast guard services.
- e) Provide informative tours about our unique marine wildlife to visitors, extending our trademark warm Highland Welcome to all.

3. Health & Safety

- a) Actively promote awareness of, and be responsible for, your own Health & Safety, ensuring that all statutory and MacLeod Estate requirements are complied with, and that all machinery and equipment are in safe working order before being operated.

- b) Use Maintenance and Marine operations tools and machinery in accordance with the MacLeod Estate Health & Safety procedures, and with due regard for the safety of self and others.
- c) Ensure the safety of visitors by adopting safe working practices at all times and by carrying out regular safety checks and risk assessments.
- d) Carry out Risk Assessments and Workplace Inspections so that the Maintenance and Marine Operations Departments are compliant with relevant H&S legislation.
- e) Take reasonable care for the health and safety of themselves and of others who may be affected by their acts or omissions at work.
- f) Be familiar with all Health and Safety and COSHH regulations as they affect the scope of this role.
- g) Ensure the Maintenance Workshop, tools and welfare facilities are kept clean and tidy, and Workshop and other estate buildings are secured at the end of each day.

KNOWLEDGE & SKILLS:

Essential:

- Trade background in carpentry, plumbing or stone masonry, City & Guilds or equivalent
- Excellent communication & interpersonal skills
- A self-motivated problem solver
- Boat Master Grade 3 or Powerboat Level 2 with commercial endorsement for sailing with passengers. Training will be provided.
- Clean driving licence
- Knowledge of Health & Safety legislation

Desirable:

- Scottish building regulations
- A building trade qualification
- At least 5 years in the building industry
- Working on historic (ideally Listed) buildings where conservation methods and materials are in keeping with the original construction