



HISTORIC  
ENVIRONMENT  
SCOTLAND

ÀRAINNEACHD  
EACHDRAIDHEIL  
ALBA

# Stonemason

**Closing Date: 25 May 2022, midday**

**Expected Interview Date: W/C 13 June 2022**

## **Recruitment**

### **Reference:**

HES/21/064c

### **Starting Salary:**

£22,363 per annum

### **Salary Range:**

£22,363 - £25,087 per annum

### **Pay Band:**

B

### **Directorate:**

Conservation

### **Location:**

St Ann's Maltings

### **Line Manager:**

Gary Sneddon,  
Works Manager

### **Contract Type:**

Permanent

### **Working Hours:**

Full Time (1,932 hours per annum)

Thank you for your interest in the post of Stonemason with Historic Environment Scotland, based at St Ann's Maltings. This is a permanent and pensionable appointment.

You will be responsible for the day-to-day masonry maintenance works carried out by the MCU (Monument Conservation Unit) Team under the instruction of Line Manager, ensuring that all Health & Safety Regulations are adhered to.

## **About us**

We are the lead body for Scotland's historic environment; a charity dedicated to the advancement of heritage, culture, education and environmental protection. We're at the forefront of researching and understanding the historic environment and addressing the impact of climate change on its future. We investigate and record architectural and archaeological sites and landscapes across Scotland and care for more than 300 properties of national importance. We have a People Strategy, which is an overarching strategy to ensure we support and develop staff within the organisation.

## **Our Vision**

Our vision is that Scotland's historic environment is cherished, understood, shared and enjoyed with pride by everyone.

## **Our Priorities**

- The historic environment makes a real difference to people's lives
- The historic environment is looked after, protected and managed for the generations to come
- The historic environment makes a broader contribution to the economy of Scotland and its people
- The historic environment inspires a creative and vibrant Scotland
- The historic environment is cared for and championed by a high performing organisation.



## Overview of the post and information about the team

Conservation Group Edinburgh Region includes Edinburgh Castle, The Palace of Holyrood House, Holyrood Royal Park and Gardens, Bute House, Longmore House and Trinity House. The MCU Teams are generally based at two main locations – Edinburgh Castle and St Ann's Maltings at Holyrood but remain fluid and merge when large scale works demand and you will work with all trades under the supervision of MCU Line Management to ensure customer satisfaction for both internal and external customers.

You will be an integral part of the MCU Team who deliver the annual programme of works and provide support to visitor services & Royal Household ensuring that Edinburgh Castle & Holyrood Palace are maintained to a five-star level.

### **Working Hours**

The normal weekly hours of work will be 37 hrs. The working year will cover the calendar year 1 April to 31 March.

Current working pattern is Mon – Thurs 8 hrs per day, Friday 5 hrs.

Starting and finishing times will be fixed by local management after discussion with the MCU and not later than 1 April of that working year.

## Key responsibilities, duties and objectives

- To work within the masonry team to meet the masonry work programs based at the Palace Holyrood House and Edinburgh Castle;
- To prepare the Palace of Holyrood House for the Lord High Commissioner & Royal visits that take place annually;
- To undertake masonry works to a high standard of finish that is required within the Edinburgh Region;
- Knowledge & experience of working with traditional building materials;
- Knowledge & experience of working scaled drawing & plans; and
- Knowledge & experience of dressing stone within a workshop environment.



## Post Competencies

You will be assessed against these competencies during our selection process.

### **Core Competencies:**

- Delivering Excellent Service – Demonstrating a commitment to quality services
- Teamwork - Contributing to and supporting working together
- Planning and Organising - Putting plans and resources in place to achieve results
- Communication - Communicating appropriately and clearly
- Knowledge & Expertise - Applying and developing knowledge and expertise to achieve results - (See below for specific criteria)

## 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:**

- Good all-round understanding and practical experience of using lime mortars;
- Good understanding and practical experience of the conservation, repair of historic monuments and/or listed buildings;
- Competent in all aspects of stone cutting, hewing practices and techniques;
- Competent in stone repair, indenting and the various practices and techniques used; and
- Competent in building of stonework of both random rubble and ashlar work.

### **Desirable requirements:**

- Knowledge of traditional masonry systems.

### **Qualifications & Professional Memberships:**

- Time served tradesperson with city & guilds advanced craft in stone masonry or SVQ equivalent.

### **Health Screening:**

Given the nature and working environment of this role; a pre-employment health screening will be undertaken for the successful post holder – any offer of employment will be subject to satisfactory checks.



## What we offer

We welcome applications from all nationalities, ensuring that they have the right to work in the UK and applying for a job with us could open the door to a unique work environment. It could also give you job satisfaction and excellent development opportunities, plus a competitive salary, 25 days paid holidays (rising to 30 days after 5 years' service) and 11.5 public holidays a year – pro rata for part time staff.

In addition, we offer a great benefits package to our employees which includes:

- flexible working hours (where appropriate)
- special leave
- maternity/paternity leave
- adoption leave
- reimbursement for relevant professional subscriptions
- support for further education and personal development
- study leave for work related courses
- access to a learning resource centre

## Health and welfare

We offer you access to:

- our Employee Assistance Programme – for confidential advice and counselling
- an occupational sick pay scheme
- discounts at some local authority leisure facilities
- interest free loans for bicycles and annual travel passes (see 'season ticket' below)
- reasonable adjustments when needed, as part of our Equalities policy

## Staff discounts

You will receive:

- free entry to all of our properties (with up to three guests)
- free entry to English Heritage, Manx and Cadw properties
- 20% off purchases in our retail outlets

## Season tickets

You can receive an advance to help with the cost of buying an annual season ticket for travel between home and work. The advance is then repaid from your salary over the life of the season ticket. Available to all permanent and fixed-term staff.



HISTORIC  
ENVIRONMENT  
SCOTLAND

ÀRAINNEACHD  
EACHDRAIDHEIL  
ALBA

## How to apply for this post

You can apply on-line by visiting our website at <https://applications.historicenvironment.scot/>.

Guidance on completing the application can be found in the 'Guidance notes for applicants' document, also available at the above website, which we recommend that you read, in conjunction with this Job Description.

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.

If you are unable to complete an online application form, please email [recruit@hes.scot](mailto:recruit@hes.scot), quoting the job title and recruitment reference, and we will arrange for an application form to be sent to you.

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 Linda Paxton, Office Manager at: [ERCons.Admin@hes.scot](mailto:ERCons.Admin@hes.scot).

We welcome all applicants from under-represented groups within HES. We know from our [equality monitoring](#) that we need to increase our diversity in terms of ethnicity and disability. We also want to address occupational areas where the ratio is disproportionately in favour of women or men. We ask all applicants to complete the Equality Monitoring section of the recruitment paperwork to help us pursue a diverse and inclusive workforce.

Thank you

Human Resources  
Historic Environment Scotland