



Apprentice Stonemason

Closing Date: 31 May 2022, midday
Expected Interview: To be confirmed

Recruitment Reference:

HES/22/128

Starting Salary:

£19,800 per annum

Salary Range:

£19,800 – 20,751 per annum

Pay Band: A

HES apprentice

Directorate:

Conservation North

Location:

Shetland Depot & island sites

Line Manager:

Lawrence Fleck, Works Manager

Contract Type:

Four year fixed term appointment

Working Hours:

Full time – Annualised split between Spring, Summer and Winter weeks.

Thank you for your interest in the post of Apprentice Stonemason with Historic Environment Scotland based at Shetland Depot, Fort Charlotte, Market Street, Lerwick ZE1 0JN. This is a four-year fixed term appointment. While open to all applicants, we would welcome applications from school leavers and young people.

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 will be overarching strategy to which ensures 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 Mission

- To enhance knowledge and understanding of Scotland's historic environment.
- To protect, conserve and manage the historic environment for the enjoyment, enrichment and benefit for everyone – now, and in the future.
- To share and celebrate our culture heritage with the world.



Overview of the post and information about the team

The Shetland Depot Monument Conservation Unit (MCU) currently consists of 6 person team, all of which carry out conservation and maintenance work on a variety of locations. The team is headed by a Works Manager who has direct line management responsibilities for the whole team. The apprentice will be based at Shetland Depot working on stonemasonry projects alongside experienced craft persons and at various sites across the estate. The Shetland Depots portfolio of sites currently includes, but is not limited to Fort Charlotte, Mousa Broch, Clickimin Broch, Jarlshof and Scalloway Castle. On a block release basis, the apprentice will attend Elgin Conservation Centre and may be expected to spend time away from their usual place of work on relevant work placements across Scotland – please note that work placements may mean spending time away from home.

Key responsibilities, duties and objectives

To learn the trade of stonemasonry will involve producing templates and moulds, dressing and building stone, setting out stonemasonry structures, repairs to stonemasonry structures and general routine maintenance of Historic Environment Scotland properties in care.

The successful candidate will learn about the trade of stonemasonry on projects at Historic Environment Scotland sites or on work placements with contractors undertaking stonemasonry/conservation projects. They will be required to obtain SVQ levels 2 and 3 in stonemasonry via college studies and successfully complete their CITB stonemasonry skills test. The apprentice will be required to maintain a record of their studies and achievements throughout their apprenticeship.

Obtain a Construction Skills Certification Scheme trainee card and successfully complete additional training on subjects such as erecting mobile scaffolding, care and maintenance of powered respirators, use of abrasive wheels etc.

The successful candidate will be required to work to high standards in the work they always produce and in a safe manner ensuring their own safety and that of their colleagues.

Post Competencies

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

Post competency:

- 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

As a part of the application process and if invited to interview, you will be required to demonstrate a basic understanding for the role, this will include:



Essential requirements:

- A basic understanding of the meaning of conservation
- A basic understanding of what a stonemason's works activities are.

Desirable requirements:

- Give an example of a situation which demonstrates that you can competently use hand tools.
- Give an example of any work experience you may have been involved in that can be applied to the post on offer.

Qualifications:

2 x National Qualifications (or equivalent) at Level 4 or above in: -

- English and a Numeric subject or
- Crafts/Design/Technical subjects (or similar) which shows skills in executing a practical task.

Alternatively, substantial relevant experience in this type of work may be acceptable to academic qualifications.

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 3 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
- special leave
- maternity/paternity leave
- adoption leave
- childcare vouchers
- to pay 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
- discounts at some local authority leisure facilities
- interest free loans for bicycles (and travel passes)
- as part of our Equalities policy, we will make any reasonable adjustments for staff when needed.

Staff discounts

You will receive:

- free entry to all 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 get 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. Open to all permanent and fixed-term staff.



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 should 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.

Alternatively, you can request electronic or paper copies of the application pack by emailing integraconsnorth@hes.scot quoting the job title and recruitment reference. Please return your completed application form to the same email address or by post to Admin Team, Historic Environment Scotland, Fort George, Ardersier, IV2 7TD to arrive by the advertised closing date.

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 Lawrence Fleck, Works Manager, at lawrence.fleck@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. In support of our Gaelic language plan we welcome applications from Gaelic speakers.

Thank you.

Human Resources
Historic Environment Scotland