

Join our team as a

Maintenance Officer



**Rotherham
Hospice**
Living Life's Wishes

Registered Charity No. 700356

About Us

Rotherham Hospice is a charity dedicated to the people of Rotherham, offering specialist palliative and end of life care to our community since 1996.

We provide comprehensive, compassionate care through two primary patient services:

- 24-hour, 14-bed Inpatient Service
- 24-hour Hospice at Home Service

Additionally, we offer wider support to patients and their families through:

- Complementary therapies & hairdressing
- Counselling and Bereavement Support for adults, children and teenagers
- Day services with individual and group sessions
- Family memory events
- Occupation therapy and physiotherapy
- Social work
- Spiritual care
- Tailored experiences for patients and loved ones



Our Purpose

Easing the physical and emotional pain of death and dying for everyone in our community.

Our Vision

Everyone in our community can easily and confidently access palliative and end of life care tailored to their individual needs and wishes, wherever and however they choose.

Our Goal

To grow a stronger, more financially resilient, responsive and exceptional hospice, providing and promoting holistic, personalised and innovative palliative and end of life care for all.

Our Proposition

To ensure a dignified death for all – one that is reflective of one's own life.

Our Essence

Adding more life to every day.

About the Role

Rotherham Hospice is seeking a skilled and reliable Maintenance Operative to join our team.

Reporting to the Head of Facilities, the Maintenance Operative will be responsible for performing a variety of maintenance tasks at the hospice building and its hospice shops.

This role plays a crucial part in ensuring the safety, functionality, and aesthetics of the hospice facilities to support the delivery of high-quality care and services to patients and their families.



Job Title	Maintenance Officer
Responsible to	Head of Facilities
Line Management	N/A
Salary	£28,267 - £34,548 per annum
Hours of Work	40 hours to be worked on a rota basis covering 1 weekend in 3.
Contract type	Permanent
Location	The Rotherham Hospice

Benefits

- **Holidays.**

A work-life balance is important for everyone, which is why we offer all employees 30 days annual leave per year (plus bank holidays), plus an additional day's leave in every 5th year.

- **A supportive & comfortable working environment.**

Our Hospice is a calm and compassionate place to work, full of inspiring people who support one another.

- **Hassle-free parking at no cost.**

No one is more than a couple of minutes' walk from the Hospice.

- **Great meals & drinks.**

Because our culinary team prepares food for patients 24/7, they cook for us too. Buy a lovely lunch with 25% off without even leaving the building. You can also utilise this discount on your days off as it is available across all our Café and retail sites, just bring along your Staff ID.

- **Reassurance.**

Whilst the here and now is important, we all think about the future. We offer employees a 6% pension after probation and a Life Assurance scheme which will pay 4x your annual salary should you die whilst working in our service.

- **Training & development.**

Every employee will be supported with their training and development needs and will be regularly supported by their line manager.

- **Competitive Pay Enhancements.**

Join our team and benefit from a 25% pay enhancement for evening and weekend shifts, plus double pay for bank holidays.



Key Responsibilities

Building Maintenance:

- Conduct routine maintenance tasks, including repairs, inspections, and preventive maintenance, to ensure the safety and functionality of the hospice building.
- Perform minor repairs to plumbing, electrical, heating, and ventilation systems as needed, following established procedures and safety guidelines.

Grounds Maintenance:

- Maintain the exterior grounds of the hospice building, including landscaping, gardening, and general upkeep of outdoor areas.
- Clear pathways, parking areas, and entrances of debris, snow, and ice during inclement weather to ensure safe access for staff, patients, and visitors.

Hospice Shop Maintenance:

- Perform maintenance tasks at the hospice shops, including repairs to fixtures, fittings, and equipment, to ensure a safe and pleasant shopping environment for customers.
- Assist with minor renovations, painting, and decorating as needed to maintain the appearance and functionality of the shops.

Health and Safety Compliance:

- Adhere to health and safety regulations and procedures at all times, ensuring compliance with relevant legislation and guidelines.
- Report any health and safety hazards, maintenance issues, or concerns to the Head of Facilities promptly and take appropriate corrective action as directed.

Emergency Response:

- Respond to emergency maintenance requests and incidents outside of regular working hours as needed, providing timely and effective solutions to resolve issues and minimise disruption to hospice operations.

Documentation and Reporting:

- Maintain accurate records of maintenance activities, including work orders, inspections, and equipment maintenance schedules.
- Prepare reports and updates on maintenance tasks, projects, and expenditures for review by the Head of Facilities and senior management.

Personal Specification

No candidate will meet every essential and desired criteria. If your experience looks a little different from what we've identified and you think you can bring value to the role, we'd love to learn more about you.

Criteria	Essential	Desired
Experience & Qualifications		
Previous experience in maintenance, building operations, or a related field is preferred.	Y	
Knowledge of basic maintenance techniques and repairs, including plumbing, electrical, carpentry, and painting.	Y	
Experience working in a hospice or healthcare environment in a similar role.		Y
Skills & Abilities		
Ability to operate maintenance tools and equipment safely and effectively.	Y	
Strong attention to detail and problem-solving skills.	Y	
Valid driver's license	Y	
Excellent communication skills.	Y	
Knowledge of and commitment to sustainability practices within facilities management.		Y
Effective project management abilities for overseeing facilities upgrades, renovations, or expansions.		Y
Negotiation abilities for managing contracts with vendors and service providers for facilities-related services		Y
Knowledge and abilities in occupancy and space planning principles to optimise the use of hospice facilities.		Y

Personal Specification (continued)

Criteria	Essential	Desired
Personal Qualities		
Ability to work independently and as part of a team.	Y	
Deep empathy and compassion, understanding the sensitive nature of hospice care and its impact on patients, families, and staff.	Y	
Flexibility and adaptability to navigate changes and challenges within the hospice environment.	Y	
Proactive and solution-oriented mindset, approaching challenges with a positive and constructive attitude.	Y	
Cultural competence and awareness to ensure that facilities services meet the diverse needs of patients and staff.		Y

How to Apply

Please submit your application using one of the following links:

All applications will be treated in the strictest confidence.

At Rotherham Hospice, we are committed to equality, diversity and inclusion in our workforce. Our aim is for our workforce to be truly representative of our community and for each employee to feel respected and able to give their best. We warmly welcome applications from all sectors of the community. Our recruitment policies, procedures and practices enable all applicants to be considered on merit and ability to do the job. We will make reasonable adjustments, in line with the Equality Act, for disabled applicants if these are needed.

Closing date: 16th October 2026

