



A guide
to
working
in the
PropertyWorks
team with
Hextol Foundation.

HEXTOL
PROPERTYWORKS
FOR WORKING OPPORTUNITIES

What do we do when we work in the PropertyWorks team?

We work with other trainees and a supervisor. We work in people's houses and gardens doing maintenance jobs.

Our PropertyWorks trainees are supported by a supervisor to:

- Do maintenance jobs such as fix leaking taps and changing lightbulbs

- Help install items such as baths, cat flaps and electrical sockets.

- Fit blinds and curtains

- Build outside decking and steps

- Learn woodworking skills

Where do we work?

We are based at the Hextol Foundation centre in Gilesgate in Hexham from where you will go out with the team to work in houses and gardens in and around Hexham.

We provide transport from our centre to the customer's property and back again when you have finished.



What skills do I need to work in PropertyWorks?

To work in PropertyWorks, you need to:

Be able to listen and follow instructions

Enjoy working in a busy setting with other people

Be friendly and polite to people you work with and to be able to have appropriate conversations with customers

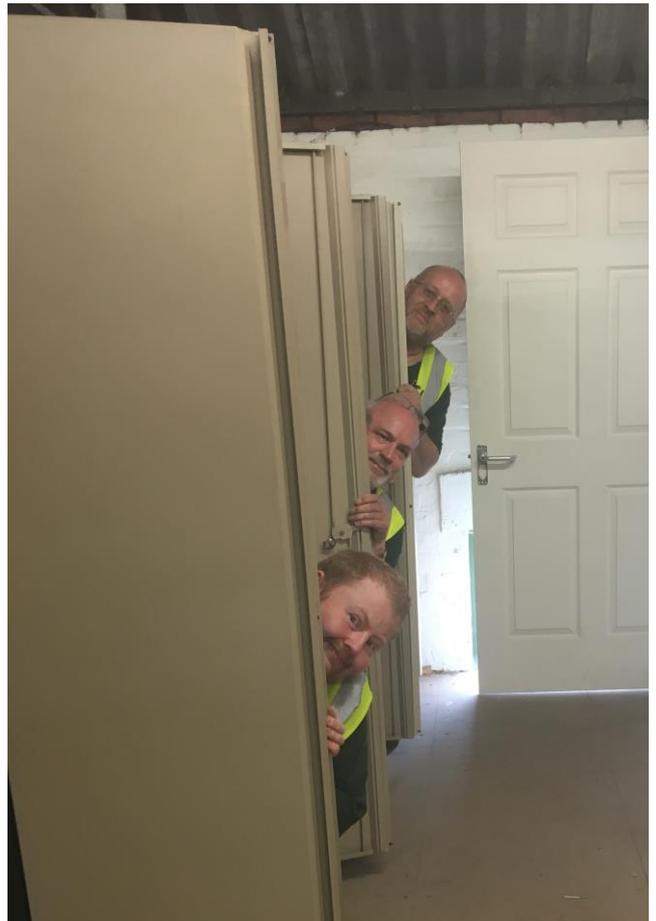
Enjoy physical work

Be organised

Be keen to learn new skills.

It will help, but isn't vital, if you:

Have done manual work in the past



How will the job help me?

These positions in the PropertyWorks team are not paid jobs – all our Trainees work as volunteers.

But doing this work helps to build your work experience and your self-confidence by being part of a team, working to help customers, meet deadlines and achieve work and personal goals.

We will give you employability training as you work, by coaching you on our core skills scheme. This may help you find employment by developing your skills for work.



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