

Electrical Volunteer Role Description	
Role	Volunteer (Electrical & warehousing)
Responsible to	Domestic Appliance Engineer
Commitment requested	Normally minimum 1 day per week
Location	Workshop Unit, CityNorth Islington, Finsbury Park
Role Summary	To assist with the sorting, testing, distribution and cleaning of donated electrical goods
Tasks	<p>To help sort electrical incoming goods in accordance with the sorting policy.</p> <p>To PAT test donated electrical items</p> <p>To help clean suitable sorted electrical goods for resale.</p> <p>To help dismantle non-repairable items.</p> <p>To keep workshop tidy/remove rubbish.</p> <p>To assist in listing and packing orders for distribution.</p> <p>To enter data into database system</p>
Other Requirements	<p>In liaison with the Domestic Appliance Engineer and Project Manager, the volunteer will agree in advance the hours that s/he is able to offer.</p> <p>To use all equipment in accordance with the relevant Health and Safety regulations.</p> <p>The volunteer must read and adhere to the Manual Handling regulations (as issued on induction day).</p> <p>The volunteer must read and adhere to the Health and Safety regulations (as issued on induction day), and report all incidents/accidents to the line manager.</p> <p>The volunteer must understand & sign the volunteer agreement.</p>
Skills	<p>Physically able to undertake the various sorting tasks.</p> <p>Able to use own initiative, and take direction as part of the team.</p> <p>Organised and willing to be adaptable.</p> <p>Willingness to promote the project in a positive way at all times to customers and the public.</p>
Support and Training	<p>1-day Induction, including Health & Safety and Manual Handling Training.</p> <p>On-the-job training and support from the lead electricians to carry out PAT testing, learning the basics of troubleshooting domestic appliances and carry out basic electrical repairs.</p> <p>Training to use "Tracksys" asset management system.</p> <p>From time to time you will be asked to attend training to update skills or to comply with policy changes.</p>

If you are interested in volunteering, please send your CV to volunteering@digibridge.co.uk and we can arrange an informal conversation. If you do not have a CV or access to the internet, please visit our shop at Bright Sparks, 225 Seven Sisters Road, N4 2DA and speak to the Shop Assistant who will take down your details and we will be in touch with you shortly after that.