



Job Profile

Job Title	Apprentice Joiner Level 3		
Job Reference No.	AHOMEJD042	Date of issue:	April 2026

The job in a **nutshell...**

This apprenticeship role supports the maintenance of Home Group homes, so customers live in safe, secure and well-maintained properties. As an Apprentice Joiner, you learn how to carry out a wide range of joinery repairs, maintenance and installation work within occupied and empty homes.

You combine practical, on the job learning with a fully funded level 3 Carpentry and Joinery apprenticeship, with at least 20% of your time is spent in a formal learning, with the rest spent applying your skills in real homes, supported by experienced colleagues and a workplace mentor.

What **success** will look like...

Homes remain safe, secure and in good repair because joinery work is completed to the right standard. Doors, flooring, kitchens and other fittings are installed or repaired correctly, reducing the need for repeat visits. Work meets compliance requirements and Home Group quality standards, giving confidence that properties are maintained properly.

Customers experience a respectful and reliable service. Appointments are kept, work is explained clearly, and homes are left clean and safe after each visit. Even when work is disruptive, customers feel informed and supported, and feedback reflects trust in the service provided.

Repairs and void works progress smoothly because joinery tasks are completed efficiently as part of the wider service. Jobs are planned sensibly, materials are used correctly, and support is requested at the right time. Productivity remains steady while quality is maintained across a varied workload.

Health and safety risks are well managed. Tools, equipment and materials are used correctly, safe systems of work are followed, and hazards are identified early. Incidents and near misses are reported accurately, helping to maintain a safe working environment for customers, colleagues and yourself.

Compliance requirements are met because joinery work follows recognised standards and internal policies. Quality checks are passed, and records provide clear evidence that work has

been completed correctly. This supports audits, inspections and assurance activity across the repairs service.

Mobile technology is used effectively to record job details in real time. Information is accurate and complete, allowing colleagues to rely on it for follow-on work, planning and property history. This improves communication and helps the service run efficiently.

Learning and development progress well throughout the apprenticeship. College attendance, coursework and assessments are completed on time, and learning is applied directly to live jobs. Skills and confidence grow steadily, showing readiness to take on more complex tasks as experience builds.

Home Group values are demonstrated consistently. You work well with your mentor and the wider team, take responsibility for your learning, and contribute positively to a respectful, inclusive culture. Your approach shows potential for a long-term career within the repairs service.

You'll already have these **brilliant** skills, qualifications and knowledge...

Transferable Skills.	Technical qualifications, experience and knowledge.
<p>We have a creative spark</p> <ul style="list-style-type: none"> • Be confident to try something new – give it a go • Share your excitement and passion • Be curious and ask “why not?” 	<p>Qualifications and commitment to learning</p> <ul style="list-style-type: none"> • GCSEs at grades 9 to 4 (A*-C) in English and Maths • Confidence using numbers for measurements, calculations and records • Commitment to achieving any required functional skills as part of the apprenticeship
<p>We are organisers and drivers</p> <ul style="list-style-type: none"> • Be positive and enthusiastic to drive work forward • Deliver your objectives at the right pace (but don't fall over) • Be authentic 	<p>Commitment to a joinery career</p> <ul style="list-style-type: none"> • A genuine interest in hands-on joinery and construction work, with the commitment to follow instructions carefully and work accurately • Reliability and dedication to balancing work, college attendance, assessments and ongoing personal development • Flexibility and commitment to travel daily to meet your mentor and attend jobs, fully engaged with on-the-job learning.
<p>We have an eye for detail</p> <ul style="list-style-type: none"> • Pays attention to the details • Using and recording information accurately and timely 	<p>Working safely and responsibly</p> <ul style="list-style-type: none"> • Confident using basic IT and mobile devices to record work information, or willing to learn quickly with support

<ul style="list-style-type: none"> Working in a safe effective, caring and well-led way 	<ul style="list-style-type: none"> Able to follow instructions, processes and safe systems of work, with a clear understanding of health and safety in customers' homes Professional and respectful in how you work, building positive relationships with customers and colleagues and handling confidential and sensitive information appropriately.
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We'd also love you to have, or be **brilliant** at... (but don't worry if not)

Some previous experience in construction, joinery or practical work, whether through education, work experience or personal projects.

We're all **accountable** for...

Health and Safety of our ourselves and others; put simply this includes taking the time to complete all learning, understanding your role-specific responsibilities, working with reasonable care and taking steps to address and report problems related to Health and Safety.

Taking a proactive approach to your learning and development to be the best you can be. This includes understanding and keeping up to date with all our relevant policies and processes as well as taking advantage of all the learning opportunities and resources available to you ... they're there for a reason but don't worry, we'll help keep you informed along the way.

Promoting equality, diversity and inclusion as a top priority at Home Group; leading by example in your actions and demonstrating our Brilliant People behaviours.

Keeping things compliant! You'll have role-specific and organisational goals but it's important you take these seriously and keep people and information secure and safe within the scope of doing your bit here at Home Group.

Comfortable operating in a modern digital workplace, including using digital tools to work collaboratively and productively.

Other **important** stuff...

Budget Holder	No	Budget value up to £	<input type="text" value="Enter value"/>
Manages People	No	# of direct reports circa	<input type="text" value="Enter value"/>
Travel	Regular	Driving Essential	Choose an item
DBS	Basic		

