

# PERSON SPECIFICATION –



**DORSET & WILTSHIRE  
FIRE AND RESCUE**

<b>Job Title</b>	Cyber Security Officer
<b>Department</b>	Information Governance and Cyber Security
<b>Job Family</b>	Specialist

Category	No.	Requirements	Essential (E) or Desirable (D)	Evidence: A, I, P, O (see key)
<b>Education &amp; Qualifications</b>	1.	4 GCSE passes - Grade A*- C / 9 - 4, including English and Mathematics or equivalent Level 2 qualification (including L2 functional skills), or higher-level relevant qualification	E	A
	2.	Qualification to relevant degree level (computer science, ICT or cyber security) or hold a relevant professional qualification (ie CISSP, CISM, CISA), or be able to demonstrate a significant level of experience in cyber security/ICT	E	A
<b>Knowledge &amp; Experience</b>	3.	Practitioner level understanding of cyber standards such as ISO 27001, Cyber Essentials or NCSC Cyber Assessment Framework	D	A, I
	4.	Knowledge and experience of Microsoft enterprise software – Microsoft 365, Entra ID and Exchange Online	E	A, I
	5.	Knowledge of cyber threats and attack vectors	E	A, I, O
	6.	Knowledge of Microsoft Purview and secure score	D	A, I
	7.	Good working knowledge of Microsoft Office 365	E	A, I
<b>Skills &amp; Abilities</b>	8.	Able to translate technical information and legislation to develop innovative solutions that are fit for purpose	E	A, I, O
	9.	Excellent communication skills and a positive attitude to internal/external customer care	E	A, I
	10.	Able to plan and prioritise competing pressures to meet tight deadlines.	E	I
	11.	Self-motivated and able to work on own initiative	E	I
	12.	Full valid driving licence and be able to fulfil the significant travel requirements	E	A

<b>Additional Requirements</b>		of the role. Use of own vehicle will be required		
	13.	A willingness to travel and work throughout both Counties and outside the Service area as and when required	E	I
	14.	Demonstrates a commitment to equality, diversity and inclusion, adopting a fair and ethical approach to others	E	A, I
	15.	A willingness to undertake Health & Safety training and comply with statutory responsibilities under Health & Safety legislation	E	A, I
	16.	Prepared to undertake specific training as a part of the induction process to develop understanding of Fire Service activities and acquire post entry skills	E	I

\* I A Service vehicle may be available, please note Service vehicles are manual transmission only.

### **Key to Assessment**

**A)** Application

**I)** Interview

**P)** Presentation

**O)** Selection Tests (Psychometric Testing / Job Related)