

# PERSON SPECIFICATION – HR029



**DORSET & WILTSHIRE  
FIRE AND RESCUE**

<b>Job Title</b>	Apprentice HGV Technician
<b>Department</b>	Assets
<b>Job Family</b>	Technical

<b>Category</b>	<b>No.</b>	<b>Requirements</b>	<b>Essential (E) or Desirable (D)</b>	<b>Evidence: A, I, P, O (see key)</b>
<b>Education &amp; Qualifications</b>	1.	Reading and writing skills to assist in the completion of the apprenticeship programme	E	A
	2.	Willingness to undertake further education in the form of working towards successfully achieving and passing the Motor Vehicle Service & Maintenance Technician (Heavy) Level 3 Apprenticeship Programme within three years	E	A
	3.	Willingness to work towards successfully obtaining an LGV/Cat C Driving Licence within three years	E	A
<b>Knowledge &amp; Experience</b>	4.	Experience working within a workshop environment and supporting a team	D	I
	5.	Experience of working in a team and independently	D	I
	6.	Experience in using hand tools	D	A, I
<b>Skills &amp; Abilities</b>	7.	Communication skills and a positive attitude to internal/external customer care	E	I
	8.	Ability to use Office 365 programmes such as Outlook and Teams	D	I
	9.	Ability to undertake short periods of physical exertion working in cramped conditions and occasionally in all weathers to accomplish repairs	E	A
	10.	Ability to accurately maintain electronic records and update training records	E	I
<b>Additional Requirements</b>	11.	Full valid driving licence and be able to fulfil the travel requirements of the role. Use of own vehicle will be required role. A willingness to travel and work throughout both Counties and outside the Service area as and when required	* <sub>1</sub> E	A
	12.	Demonstrates a commitment to equality, diversity and inclusion, adopting a fair and ethical approach to	E	I

		others		
	13.	A willingness to undertake Health & Safety training and comply with statutory responsibilities under Health & Safety legislation.	E	I
	14.	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

\*<sub>1</sub> 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)