

PERSON SPECIFICATION – HR029



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Job Title	Fleet and Equipment Engineering Officer
Department	Assets
Job Family	Specialist

Category	No.	Requirements	Essential (E) or Desirable (D)	Evidence: A, I, P, O (see key)
Education & Qualifications	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.	A recognised Commercial Vehicle Apprenticeship in LGV/HGV (Large Goods Vehicle/Heavy Goods Vehicle) repair and maintenance	E	A
	3.	Membership of a relevant professional body (e.g. Society of Operations Engineers, Institute of Road Transport Engineers, Institute of the Motor Industry)	D	A
	4.	IOSH Managing Health and Safety or equivalent	D	A
Knowledge & Experience	5.	Knowledge and understanding of transport and vehicle legislation, to include transport use, H&S, contracts management & procurement	E	A, I
	6.	Experience of working on or supervising a diverse and geographically dispersed vehicle fleet	E	A, I
	7.	Experience of working in or supervising in a vehicle maintenance workshop	E	A, I
	8.	Experience of supporting complex projects	D	A, I
	9.	Experience of influencing and implementing large scale change	D	A, I, P
Skills & Abilities	10.	Excellent communication skills and a positive attitude to internal/external customer care	E	A, I, P
	11.	Excellent interpersonal skills with ability to communicate effectively at all levels.	E	A, I, P

	12.	Ability to use Microsoft applications	E	A, I, P
	13.	Ability to build and maintain effective networks internally and externally	E	A, I
	14.	Ability to organise, prioritise and delegate effectively	E	A, I
	15.	Ability to provide clear, concise written reports and presentations	E	A, I, P
Additional Requirements	16.	Full valid driving licence and be able to fulfil the significant travel requirements associated with the role	E	A, I
	17.	Cat C LGV Driving licence	E	A, I
	18.	Demonstrates a commitment to equality, diversity and inclusion, adopting a fair and ethical approach to others	E	I
	19.	A willingness to undertake Health & Safety training and comply with statutory responsibilities under Health & Safety legislation.	E	I
	20.	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
	21.	A willingness to travel and work throughout both Counties and outside the Service area as and when required	E	A, I
	22.	A willingness to undertake additional training specific with the responsibilities of the role	E	I

Key to Assessment

A) Application

I) Interview

P) Presentation

O) Selection Tests (Psychometric Testing / Job Related)