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| CLEVELAND FIRE BRIGADE**PERSONAL SPECIFICATION – Maintenance Operative**  |
|  | Essential | How Measured | Desirable | How Measured |
| **Qualifications/****Attainments** | * Basic Numerical Skills e.g. basic addition, subtraction, multiplication and division
* Basic Literacy Skills e.g. completion of job records, memos etc.
* Basic IT Knowledge e.g. keyboard skills, Microsoft office applications, phone/fax
 | * Application Form, Interview
* Application Form, Interview;
 |  |  |
| **Experience and Knowledge** |  |  | * Basic Mechanical Knowledge
* Experience in Mechanical Repairs

(Unskilled) | * Application Form, Interview;
* Application Form, Interview;
 |
| **Skills and Competence** | * Full Current Driving Licence
 | * Application Form, Interview
 | * Large Goods Vehicle Driving Licence
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| **Personal Qualities** | * Reliable attendance and timekeeping.
* Ability to work as part of a team
* Be flexible and adaptable
* Able to work with a schedule of routine tasks
 | * Application Form, Interview, References;
* Application Form, Interview, References;
 |  |  |
| **Other Requirements** | * Commitment to Equality and Diversity
* Commitment to Health and Safety
 | * Application Form, Interview;
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