TYNE AND WEAR FIRE AND RESCUE SERVICE

**PERSON SPECIFICATION**

**FIREGROUND ASSISTANT**

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| CATEGORY | **CRITERIA** | **MEASURE** |
| **EDUCATION/ QUALIFICATIONS** | Basic Literacy/Numeracy skills. | AF/C |
| **WORK EXPERIENCE** | Previous experience of similar manual work to include practical requirements of post. | AF/AC |
| **SKILLS/**  **KNOWLEDGE/**  **APTITUDE** | Basic IT skills.  Well-developed interpersonal skills.  The ability to -   * Liaise with BTC staff, service providers and both internal & external customers. * Lift heavy loads and move equipment. * Wear Breathing Apparatus and appropriate PPE as required. * Work at heights. * Undertake training and subsequently demonstrate competence in role related ‘specialist skill’ areas. * Undertake routine clerical/ administrative duties. * Undertake training to utilise IT systems as required by the post. * Work unsupervised and work efficiently to meet deadlines.   Organisational skills to ensure effective work planning.  Good communication and team work skills | AF/C/I  AF/I  AF/AC/I  AF  AF |
| **OTHER** | Good general health as required for the role.  Must demonstrate a knowledge of:-   * Health and safety * Diversity and equality   Current full light driving licence.  The capacity to undertake role related training to obtain a Large Goods Vehicle licence, Forklift operators certificate and other plant operation as required by the Training Centre Manager.  Work out of hours as required.    Must be able to work to a flexible working scheme, which may include some weekends/evenings. | AC/AF  AF/AC/I  AF/I  AF/I  AF  AF/I  AF/I  AF/I |

# MEASURE:

AF - Application form

AC - Assessment centre

I - Interview

C - Certificates