**PERSON SPECIFICATION - Building Maintenance Apprentice**



**POST REFERENCE: DATE COMPILED: August 2018**

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Consultant (having made reasonable adjustments in line with the Disability Discrimination Act (1995)) where necessary.

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| **REQUIREMENTS** | **ESSENTIAL CRITERIA**Please indicate in brackets after each criteria how this will be verified, ie (F), (I), (T) | **DESIRABLE CRITERIA**Please indicate in brackets after each criteria how this will be verified, ie (F), (I), (T) |
| * **Educational/vocational/ occupational qualifications and/or training**
* **Specific qualifications (or equivalents)**
 | 2 GCSE qualifications at grade D or aboveWillingness to train further for NVQ or equivalent (F) (I) | 2 GCSE qualifications at grade C or above in Maths and English Language (F) |
| * **Work or other relevant experience**
 | Must be able to demonstrate an interest in the Building trade (F) (I) | Awareness of what services Hartlepool Council provides. (F) (I) |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY:- F = FORM I = INTERVIEW T = TEST(S)** |

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| **REQUIREMENTS** | **ESSENTIAL**Please indicate in brackets after each criteria how this will be verified, ie (F), (I), (T) | **DESIRABLE**Please indicate in brackets after each criteria how this will be verified, ie (F), (I), (T) |
| * **Skills, abilities, knowledge and competencies**
 | Demonstrate awareness of Health & Safety issues. (I)Be able to demonstrate effective communication skills (I) (F) | Demonstrate planning and organisational skills (I) (F) |
| * **General competencies**
 | Demonstrated good timekeeping and punctuality. (I)Ability to work as a member of a team (F) (I)Be able to work at height using the appropriate access equipment. (I) | Clean and tidy appearance. (I)Demonstrate enthusiasm for development of self, post and organisation. (I) |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY:- F = FORM I = INTERVIEW T = TEST(S)** |