

SOUTH WALES FIRE AND RESCUE SERVICE
PERSON SPECIFICATION

DEPARTMENT	Community Safety and Partnerships
POST TITLE	Fire Crime Unit Practitioner
POST NO	502250
GRADE	7 (£22,021- £23,836) plus on call payment (if required)
LOCATION	South Wales Fire and Rescue Service Headquarters

Essential criteria marked in **bold with an asterisk*** will be used for short-listing purposes. Please ensure you address these requirements in your Expression of Interest.

You should provide **clear examples** that demonstrate how you meet each area based on your skills, knowledge, experience and abilities relevant to the post.

Where a qualification is highlighted as being an 'Essential Criteria', you will be required to provide a copy of your Certificates with your Application Form.

Factor	Evidence	Essential/Desirable	How Identified
Qualifications	Youth Work Qualification level 1, 2	Desirable	Application
	Full Driving License	Essential	Application
	Health and Safety Qualification	Desirable	Application
Knowledge/Experience	Experience of working with vulnerable groups	Essential*	Application*
	Previous experience of administration	Essential	Application/Selection
	Experience of Microsoft Office applications; Word, Excel, Outlook, PowerPoint.	Essential	Application/Selection
	The ability to communicate through the medium of Welsh	Desirable	Application
	Ability to give presentations to large groups.	Essential	Application/Selection
	Experience of working with partner agencies such as Local Authorities, Police Forces and 3rd. Sector Organizations to deliver organizational priorities	Essential*	Application*
	Ability and experience in practical problem solving	Essential*	Application*

Personal Style	<p>Ability to embrace and value diversity and demonstrate a fair and ethical approach in all situations.</p> <p>Ability to work in full compliance with organisational policy and legislative guidance, respecting any sensitive information that is presented.</p> <p>Proactive in supporting change and the ability to adjust approach to meeting changing requirements.</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p>	<p>Application</p> <p>Application/ Selection</p> <p>Selection</p>
Intrapersonal	Ability to communicate effectively both orally and in writing to a wide range of audiences.	Essential*	Application/ Selection*
Task	Ability to understand and apply relevant information to make appropriate decisions and create practical solutions.	Essential	Application/ selection

NB: The administrative centre for this role will be South Wales Fire and Rescue Service Headquarters.

This role involves frequent travel between sites throughout South Wales, often in service vehicles, therefore the successful candidate for this role must hold a full valid UK Driving License and meet internal driving standards.

An Enhanced Disclosure Barring Service (DBS) check will be required in the event of a successful application. Having a criminal record will not necessarily be a bar to obtaining a position.

