

SOUTH WALES FIRE AND RESCUE SERVICE
PERSON SPECIFICATION

DEPARTMENT	Operational Risk Management
POST TITLE	Auxiliary Reserve Manager
POST NO	502279
GRADE	Grade 9 (2/3 days/week – to be confirmed) annualized hours
LOCATION	Fire Service Headquarters / Abercarn Fire Station

Essential criteria marked in **bold with an asterisk*** will be used for short-listing purposes. Please ensure you address these requirements in your Application Form (under the '*Experience and Other Information*' section). You should provide clear evidence that demonstrates 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
Knowledge/ Experience	Proven ability to manage self and others (within last 2 years)	Essential	Interview
	Proven experience in the management of a diverse workforce*	Essential*	Application*/ Interview
	Experience of working independently, liaising with a number of different departments / functions*	Essential*	Application*/ Interview
	The ability to communicate through the medium of Welsh	Desirable	Application
Personal Style	Ability to embrace and value diversity and demonstrate a fair and ethical approach in all situations.	Essential	Interview
	Ability to work in full compliance with organisational policy and legislative guidance.	Essential	Interview
	Ability to work independently, manage personal diary and time commitments	Essential	Interview
	Ability to maintain a confident and resilient attitude in highly challenging situations*	Essential*	Application*/ Interview
Intrapersonal	Neutral political stance regarding trade unions	Essential	Interview

	right to take industrial action.		
	Willing to sign a non-strike clause within their contract of employment	Essential	Interview
Task	Ability to understand and apply relevant information to make appropriate decisions and create practical solutions.	Essential	Interview
	High level planning, prioritization and monitoring skills	Essential	Interview

The successful candidate will be required to undertake a Drug and Alcohol Test prior to an appointment being made.

This role involves frequent travel between sites throughout the South Wales area. The successful candidate must be able to travel independently.

A 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.

This document is available in both English and Welsh and we welcome communication in both of these languages.

