

**PERSON SPECIFICATION:  
MAINTENANCE ELECTRICIAN  
Vacancy Ref: M242**

Criteria	Essential/ Desirable	Application Form / Supporting Statements/ Interview *
City & Guilds Advanced Craft in Electrical Installation, or NVQ level 3 Electrical Installations	Essential	Application Form
Time Served Apprenticeship in Electrical Installations	Essential	Application Form, Supporting Statements/ Interview
A working knowledge of Health & Safety	Essential	Application Form, Supporting Statements/ Interview
Experience in working in a customer based environment, with excellent customer service skills	Essential	Application Form, Supporting Statements/ Interview
Ability and willingness to respond quickly to requests for work in an emergency	Essential	Application Form, Supporting Statements/ Interview
Ability to work as part of a team or alone	Essential	Application Form, Supporting Statements/ Interview
Experience in fault finding and working on commercial heating plant, system controls, emergency lighting, internal/external lighting, domestic appliances, single & 3 phase power circuits, Installation of temporary supplies to exhibitions, electrical installations and testing.	Essential	Application Form, Supporting Statements/ Interview
A willingness to participate in and use, the introduction of new technology	Essential	Application Form, Supporting Statements/ Interview
High level of accuracy and attention to detail	Essential	Application Form, Supporting Statements/ Interview
Ability to manage & prioritise workload to meet deadlines	Essential	Application Form, Supporting Statements/ Interview
Ability to work as part of a shift rota pattern covering 24 hours	Essential	Application Form, Supporting Statements/ Interview

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City & Guilds 18 <sup>th</sup> Edition wiring regulations	Desirable	Application Form, Supporting Statements/ Interview
Current manual handling and first aid certificates	Desirable	Interview
Commitment to undergo further training through operational requirements and personal staff development	Desirable	Supporting Statements/ Interview

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- **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence eg award of a qualification. Will be “scored” as part of the shortlisting process.
- **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.
- **Interview** – assessed during the interview process by either competency based interview questions, tests, presentation etc.