



## Person Specification

### Note To Applicants

The points that are marked 'E' are the essential requirements. You should pay particular attention to these points and provide evidence of meeting them. Failure to do so may mean that you will not be invited for interview.

The points that are marked 'D' are the desirable requirements that enhance a person's capacity to do the job.

<b>Job Title</b>	Vehicle and Plant Equipment Mechanic
<b>Grade</b>	G7
<b>Directorate</b>	Place
<b>Service</b>	Fleet Services

### Criteria

<b>Experience</b>		
1. Time served (light/heavy vehicle and/or plant equipment) mechanic, qualified to an industry recognised Technician level 3	A/C/I	E
2. Industry related Health, Safety and Welfare Knowledge and Understanding	A/I	E
3. Industry related fabrication and welding work (Hot Work) or willingness to complete the organisations training within an agreed period of time	A/I	E

<b>Skills and Abilities</b>		
1. Ability to service, repair, diagnose and rectify faults to a diverse fleet of heavy commercial and light commercial vehicles	A/I	E
2. Ability to service, repair, diagnose and rectify faults to a diverse fleet of plant equipment	A/I	E

3. Ability to service, repair, diagnose and rectify faults to a diverse fleet of electric vehicles and plant equipment or willingness to complete the organisations training within an agreed period of time	A/I	D
4. Ability to accurately complete associated documentation in written and digital format	A/I	E
5. Ability to work effectively to meet deadlines	A/I	E
6. Ability to work through conflicting priorities	A/I	E
7. Ability to work as part of a team	A/I	E
8. Good written/digital, verbal and numeracy skills	A/I	E
9. IT functional skills with an ability to employ or be trained to employ a range of I.T packages inc. diagnostic systems, fleet management system, office based and business packages	A/I	E
10. Working conditions to be encountered can be very disagreeable, unpleasant and or hazardous. This may include working in excessive heat or cold conditions where temperature, light, dirt, odour, noise and hazards are significantly worse than a normal office environment. In inclement and extreme weather conditions. The role is a physically demanding job which requires extensive periods positioned in an unnatural physical position, extensive periods of standing, with significant events of lifting and manoeuvring awkward shape objects into position.	A/I	E

<b>Education, Qualifications and Knowledge</b>		
1. Industry related and recognised trade qualifications to NVQ level 3 or equivalent	A/C/I	E
2. Valid category B driving licence	A/C/I	E
3. Valid category C driving licence or willingness to complete the organisations training within an agreed period of time	A/C/I	E
4. Driver Certificate of Professional Competence or willingness to complete the organisations training within an agreed period of time	A/C/I	E
5. Recognised Health and Safety qualification to NVQ Level 3 or willingness to complete the organisations training within an agreed period of time	A/C/I	E
6. Risk assessment and Safe Systems of Work trained or willingness to complete the organisations training within an agreed period of time	A/C/I	E
7. Member of related and recognised industry bodies	A/C/I	D

<b>Other Requirements</b>		
1. Flexible with hours of work, shift pattern and weekend working to accommodate business demand	A/I	E
2. Required to work shift patterns	A/I	E
3. Required to work on Stand-By call out rota, if required	A/I	E
4. Required to drive and travel	A/I	E
5. Required to be a responsible key holder to Operational site, Workshops and Office	A/I	E

<b>Commitment To Equal Opportunities</b>		
Ability to understand and demonstrate commitment to equality and diversity within the context of the relevant service.	A/I	E

<b>Commitment To Service Delivery / Customer Care</b>		
Committed to providing an excellent customer experience and embedding customer focus in all aspects of service delivery.	A/I	E

<b>Climate and Sustainability</b>		
Holds a Carbon Literacy Certificate (or related qualification), or willing to undertake Carbon Literacy related training, in support of the council's climate and sustainability objectives.	A/I	E

<b>Methods of Assessment Key</b>		
A Application Form	I Interview	C Certificate
T Test	P Presentation	AC Assessment Centre

<b>Review Arrangements</b>
The details contained in this person specification reflect the experience, skills, abilities, qualifications etc required of the jobholder. It is acknowledged that these may change over time. Consequently,

the Council may revise this person specification from time to time and will consult with the post holder at the appropriate time.

<b>Prepared / Revised By</b>	David R Smith
<b>Role</b>	Fleet and Facilities Manager
<b>Date</b>	May 2025