

Recruitment person specification

Post being recruited for Apprentice HGV Mechanic

Council core competencies

These apply to all posts

Being customer / client focused

Working effectively with others

Managing change

Taking ownership and responsibility

Communicating effectively

Planning and decision making

These apply to posts with responsibility for managing people or resources

Leading others

Managing performance and developing others

Political sensitivity

Managers

1. Specify what the essential requirements are for your vacancy under each category. All candidates that have disclosed a disability must be interviewed if they meet the essential requirements.
2. Specify what the desirable requirements are for your vacancy under each category. Desirable criteria can be used to shortlist candidates if you have a high volume of applicants. However, you cannot use desirable criteria when shortlisting any candidates that have disclosed a disability.

Person specification

Category

Essential

Desirable (not every post needs desirable requirements)

Experience

None

Previous work experience in Mechanics or the Auto repair industry

Knowledge, skills and understanding	Basic understanding of the requirements of the post. Basic understanding of the need for quality workmanship.	Manual Dexterity e.g. practical skills in the use of hand tools and small power tools
Qualifications and training	National 4 or 5s or equivalent	National 4 or 5s in English, Maths, CDT or equivalent.
Job specific requirements	<p>Left secondary education in the past three years or currently on a City of Edinburgh Council employability training programme or aged up to 29* with disability or care experience.</p> <p>Willingness to participate in a Modern Apprenticeship programme. *Due to criteria for external funding for qualification.</p> <p>Willingness to obtain a driving licence.</p> <p>Must be able to travel to college.</p>	Willingness to continue studies and personal development

