PERSON SPECIFICATION

Post: Level 3 Civil Engineering Apprentice – Transportation & Highway Infrastructure

Department: Highways & Public Protection Division: Transport & Highway Infrastructure

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| Personal Attributes Required  (considerations) | Essential (E)  Or  Desirable (D) | Method of Assessment  (suggested) |
| **QUALIFICATIONS/TRAINING**  Minimum of 5 GCSEs (Grade 5/C or above) in Maths & English or Level 2 equivalent.  Level 2 qualification in an engineering related discipline or equivalent  A full driving licence | (E)  (D)  (D) | AF/Certificate of Attainment  AF/Certificate of Attainment |
| SKILLS/KNOWLEDGE/APTITUDES  Knowledge -  The jobholder needs to be able to follow straightforward oral and written instructions and keep basic work records.  Skills -  The job requires judgemental skills, in order to identify straightforward solutions to simple problems  The job involves exchanging straightforward information, usually orally with work colleagues, but could include other people  Experience and understanding of MS Office packages  Understanding and experience of CAD and other engineering software to produce technical drawings  The work requires dexterity, co-ordination or sensory skills, where there is some demand for precision in the use of these skills.  The job involves following instructions which define the tasks in details. Minimal personal initiative is required. The job is subject to supervisiory checks or close supervision.  The job requires general awareness and sensory attention with short periods of concentrated sensory or short periods of enhanced mental attention.  The job involves some ongoing physical effort (for example, regular sitting in a constrained osition, or standing, or walking at a normal pace, for long periods.  The job involves limited contacts with, or work for, other people, which through their circumstances or behaviour place minimal emotional demands on the jobholder.  The job involves limited or no direct impact on the wellbeing of individual, or groups of people. The work may require commoncourtesy or considertaion where encountering members of the public.  The post holder will be required to demonstrate the ability to perform at the following levels for core competencies: Levels 1 | (E)  (E)  (E)  (E)  (D)  (E)  (E)  (E)  (E)  (E)  (E)  (E) | AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I |
| SPECIAL REQUIREMENTS  The post holder may be required to work outside of normal hours.  The job involves some exposure to disagreeable, unpleasant or hazardous environmental working conditions. | (E)  (E) | AF/I  AF/I |

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| Prepared by: Andy Dunsmore | AF | = Application Form |
|  | I | = Interview |
| Date: 21/7/25 | T | = Test |
|  | P | = Presentation |