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| **PERSON SPECIFICATION** | | |
| **ROLE** | **ESSENTIAL REQUIREMENTS** | **DESIRABLE** |
| **Qualifications** | NEBOSH National General Certificate or equivalent | Membership of the Institute of Occupational Health and Safety or in progress towards it. |
| **Experience** | Experience of providing Health and Safety advice and implementing best practice.  Experience of report and policy writing.  Proven record of managing Health & Safety and working with both management and staff. | Advisory or enforcement experience within a Local Authority or large multi-site, multi-disciplinary organisation. |
| **Skills** | A comprehensive knowledge of all relevant Health & Safety legislation.  Competent in Word, Excel and Power Point.  Good written and verbal communication skills.  Ability to analyse and interpret data.  The ability to converse at ease with members of the public and provide advice inaccurate spoken English is essential in this post | Experience of working with staff within a Local Authority.  Knowledge of best practice in health and safety. |
| **Behaviours** | Self-motivating and able to work on own initiative.  Pragmatic and persuasive in problem solving.  Ability to plan workload and prioritise. |  |