

Person Specification

Post title	Trade Apprentice - Electrician	Post ref	AHR5080
Department	Housing Operations		

Competencies		
<i>Please refer to the relevant competency framework for more information about the behaviour descriptors for each competency. All competencies within the relevant framework are applicable to the post and the ones that have prioritised for recruitment are detailed below.</i>		
Competency framework relevant to the post:	Essential / Desirable Assessment	
Communication	Interview	
Team working	Interview	
Changing, learning and improving	Interview	
Skills	Essential / Desirable	Assessment
Excellent communication skills to listen, understand, and interpret instructions clearly and logically from a manager or trade mentor and to verbally interact with varying stakeholders	Essential	Application Form/ Interview
To work positively and effectively as part of a repairs team with a can-do attitude	Essential	Application Form/ Interview
Good interpersonal and customer service skills - face to face	Essential	Interview
Good attention to detail, precision, and taking pride in your work	Essential	Application Form/ Interview
Motivated to learn and develop relevant technical areas of knowledge and skills and fulfil the apprenticeship programme	Essential	Application Form/ Interview

Knowledge	Essential / Desirable	Assessment
Good working knowledge of basic Microsoft packages and have good IT skills	Essential	Application form/Interview
Understanding the importance of confidentiality	Essential	Application Form/ Interview
To demonstrate a commitment to and understanding of diversity/equality	Essential	Application Form/ Interview

Experience	Essential / Desirable	Assessment
Basic experience using hand tools or measuring equipment safely in a work, educational, or home setting	Desirable	Application Form/ Interview
Working with the Public within a customer service environment.	Desirable	Application Form/ Interview

Qualifications	Essential / Desirable	Evidence
GCSE Grade 4/C or above (or equivalent Level 2 Functional Skills) in both English and Mathematics	Essential	Application Form/ Certificates
GCSE Grade 4/C or above in at least one Science subject	Essential	Application Form/ Certificates

Additional information / other requirements of the post
• Applicants must not have already completed a Level 3 Electrotechnical apprenticeship or equivalent qualification. • Applicants must complete an aptitude test and a colour-blindness test prior to formal interview. Only applicants who pass both elements will be shortlisted to formal interview stage. • You must work with your assessor to complete course work on time and to a high standard. • You must conduct yourself in a safe and diligent manner, both in the workplace and at college and comply with health and safety policies and procedures. • You will undertake a competency-based qualification to demonstrate you have the skills required to carry out the job. These are assessed by breaking down the contents of the jobs within your specific occupation into tasks called units of competences and will be measured through observations, assessments and witness testimony.

Date produced / last amended
July 2026