



THE PERSON

Workshop Supervisor

Criteria	Essential / Desirable	Method of Assessment
Qualification		
Level 2 or 3 standard of education (e.g. GCSE or A-level) or equivalent experience.	E	
A fully indentured apprenticeship in the motor repair trade or equivalent experience.	E	
Evidence of training courses and / or qualifications obtained relevant to the position.	E	
NVQ Level 3 or ONC BTECH.	D	
Qualification equivalent to Eng Tech.	D	
Membership of professional body i.e. Institute of Road Transport Engineers (IRTE,SOE)	D	
Hold a recognised Health and Safety qualification. Managing safely or NEBOSH.	D	
Hold current IRTEC accreditation.	D	
Current driving licence.	E	
LGV Class C or above.	E	
Knowledge & Experience		
Awareness of Health & Safety Legislation appertaining to COSHH, Manual Handling and Risk assessments.	E	
Extensive experience working in a large commercial vehicle workshop environment. Preferably with general light vehicle experience.	E	
Working within an ISO 9001:2008 registered organisation and qualified as an internal auditor.	D	
Experience of supervising a group of staff and overseeing the day-to-day running of a team.	E	
Experience of analysing and interpreting information to develop solutions or solve problems.	E	
Knowledge of the broader activities of Essex Fire & Rescue Service and working with Trade Unions.	D	
Skills & Abilities		
Able to comprehend, evaluate and present data.	E	
Excellent written and verbal communication skills. Can interpret policy and procedures.	E	
Confident in using ICT systems such as Word, Excel, Outlook, PowerPoint.	E	
Able to plan, manage and review tasks for team members.	E	

Person Specification

Excellent interpersonal skills, communicates professionally and develops constructive working relationships.	E	
Excellent time management and planning and organisation skills.	E	
Able to support changes in service provision in a positive and constructive manner.	E	
Proficient at assessing problems and determining the most appropriate action.	E	
Is approachable and confident in developing team members to acquire skills and experience.	E	
Other		
The ability to travel around the county may be required.	E	Application Form
Willingness to work flexibly.	E	Application Form
Committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.	E	Application Form
Contribute to a positive working environment ensuring commitment to equality and diversity.	E	Application Form
Willingness to participate in a 24 hr call out provision in a supervisory capacity		