

**ROYAL HOLLOWAY**  
University of London  
**PERSON SPECIFICATION FORM**

**POST TITLE:** Electrician (RHUL 5)

**DEPARTMENT:** Estates

CRITERIA	ESSENTIAL DESIRABLE	TESTED BY (App Form, Interview etc)
<b>Qualifications and Training</b>		
Educated to GCSE level or equivalent	E	Application Form
C&G 2360 Pt 1 & 2 or C&G 2330 and NVQ Level 3 in trade or equivalent	E	Application Form
C&G 2391 Inspection & Test	D	Application Form
C&G 2377 PAT Testing	D	Application Form
BS7671 IEE 17th Edition	E	Application Form
Construction Skills Card	D	Application Form
<b>Specific Skills, Experience and Knowledge</b>		
Experience of electrical maintenance & install	E	Application Form, Interview
Working knowledge of fire alarms	E	Interview
Working knowledge of emergency lighting	E	Interview
Experience of gas/steam/oil plant	D	Interview
Knowledge of high voltage sub-stations	D	Interview
Health and Safety knowledge of trade	E	Interview/Application Form
Able to meet deadlines	E	Interview/Application Form
Able to organise own workload	E	Interview
Good general IT Skills & ability to operate a PC	E	Interview
Experience of CAFM systems	D	Interview/Application Form
Experience of electrical fault finding	E	Interview/Application Form
Experience of TREND Control systems & operation	D	Interview/Application Form
Worked in a University environment	D	Interview
Have a sound knowledge of industry developments	D	Interview
Able to fixed wire and PAT test	D	Interview/Application Form
<b>Personal and Interpersonal Qualities</b>		
A good level of customer service skills	E	Interview
Ability to build & sustain relationships	E	Interview
A commitment to personal development	E	Interview
Effective communication, both written & verbal	E	Interview
Flexible, adaptable and open	E	Interview
Creative and innovative	E	Interview
Ability to complete tasks within time and without the need to return for remedial works	E	Interview
<b>Capacity for Career Development</b>		
Willing to attend training	E	Application Form, Interview
<b>Circumstances</b>		
Willing to work outside normal hours	E	Interview
Valid UK full driving licence or willing to obtain within 12 months	E	Application Form, Interview
Able to work operational patterns	E	Application Form, Interview
Willing and able to join the Call Out Scheme	E	Interview