

Person Specification

Job Title	Courier Temporary 12 months	Team	
Salary Scale Point	Scale point 6	Directorate	Clothing & Consumable Stores
Job Evaluation Reference No	A107		Operational Preparedness

Qualifications & Training	Essential	Desirable	Assessment
Reasonable level of literacy and numeracy.	✓		A & I
Knowledge	Essential	Desirable	Assessment
Good geographical knowledge of Merseyside area.	✓		A & I
Knowledge of manual handling techniques.		✓	A & I
Understanding of basic Health and Safety in the workplace.		✓	A & I
Skills	Essential	Desirable	Assessment
Well developed interpersonal and communication skills.	✓		A & I
Ability to work unsupervised.	✓		A & I
Ability to prioritise workload.	✓		A & I
Good organisational skills	✓		A & I
Ability to work to deadlines, which are occasionally subject to conflicting demands.	✓		A & I
Work Related Circumstances	Essential	Desirable	Assessment
Full UK driving licence.	✓		P D
Good standard of fitness and strength.	✓		Medical
Basic Disclosure check (verification of unspent criminal records will be undertaken in the form of a Basic Disclosure check).	✓		MFRS

Key to assessment methods: A – application form, I – interview, P D - produce documentation

Medical - Pre-employment medical assessment upon conditional offer of employment

MFRS - Merseyside Fire & Rescue Service will complete a Basic Disclosure check upon conditional offer of employment.

Date person specification prepared / revised: 19.4.21
Prepared / revised by: S Nugent

