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| **Criteria**  | **Essential/ Desirable**  | **CV/Cover letter/Interview**  |
| Ability to embrace the values of the Students’ Union | Essential  | Interview  |
| Expertise in General Workplace Health and Safety | Essential  | CV/Cover letter/ Interview  |
| Knowledge of Emergency Planning | Desirable | CV/Cover letter |
| Experience in responding to emergency situations | Essential | CV/Cover letter/ Interview  |
| Experience of risk assessing and safety planning for events and activities | Essential  | CV/Cover letter/ Interview  |
| Knowledge and experience of carrying out health and safety audits and inspections | Essential  | CV/Cover letter/ Interview  |
| Ability to formulate and develop policy arising from new and revised legislation | Essential  | CV/Cover letter  |
| Ability to work under pressure to meet time deadlines and to support a number of officers in a wide variety of tasks | Essential | CV/Cover letter/Interview |
| NEBOSH General Certificate | Essential  | CV/Cover letter  |
| IOSH or IIRSM Membership | Essential | CV/Cover letter  |
| Evidence of Continuous Professional Development in Health and Safety | Essential | Cover Letter |
| Experience and confidence to advise and to lead training | Desirable | Interview  |
| Able to manage and lead links with external organisations such as HSE and Environmental Health | Essential | Interview  |
| Able to ensure safe working with external parties during projects such as events and activities organised by the Students’ Union | Essential | Interview  |
| Able to write reports and deliver presentations for a variety of audiences | Essential | CV/Cover letter/ Interview  |
| Able to work without supervision and to use own initiative | Essential  | Interview  |

**Person Specification**

**Ref: 0546-24**

• Application Form – Normally used to evaluate factual evidence eg award of a PhD. Will be “scored” as part of the shortlisting process.

• Supporting Statements - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.

• Interview – assessed during the interview process by either competency based interview questions, tests, presentation etc.