

**Example person specification for a workshop technician in the building services engineering (BSE) sector**

Criteria	Essential	Desirable
<b>Education / Qualifications</b>	Willing to undertake training.	Relevant qualifications in health & safety and first aid.  S/NVQ level 2 craft certificate (or equivalent) in a BSE discipline.
<b>Experience</b>	Practical experience of working in the construction/building services engineering sector.	Apprenticeship or similar formal training.  Experience of working with apprentices/trainees.
<b>Skills &amp; Abilities</b>	Concern for order and quality.  Able to deal effectively with students of all ages and abilities.  Able to work on own initiative.  A positive approach to health & safety.	IT Skills and the ability to use ILT.  Good communication, administrative and organisational skills.
<b>Qualities</b>	A genuine commitment to equal opportunities and diversity.  To be able to work as a member of a team.	Ability to work in a flexible and challenging environment.
<b>General Points</b>	Some evening and weekend duties.  Subject to appropriate CRB checks	Driving licence.

**Note:**

The above person specification is only an example and may deviate slightly from similar information provided by individual FE colleges and private training providers.

Evidence of the above criteria will normally be established from a variety of sources, such as:

- Application form
- Interview
- References
- Certificates