

## Position: PSAO 222 Sqn

### Position Details

<b>Position PID</b>	2201195
<b>Position Name</b>	PSAO 222 Sqn
<b>Organisation Name</b>	202 MMR
<b>Talent Management</b>	Data not available
<b>Location Name</b>	BIRMINGHAM (DAWBERRY FIELDS ROAD)
<b>Unit Role</b>	Permanent Staff Admin Offr (PSAO)
<b>Position Role</b>	PSAO 222 Sqn
<b>Version Status</b>	Current
<b>Security Clearance</b>	Data not available
<b>Future Availability Date</b>	03-NOV-2024
<b>Rank</b>	OF2
<b>Target Fill Date</b>	03-NOV-2024
<b>Service Number</b>	25023630
<b>Unit Identification Number</b>	A3831A
<b>Service</b>	ARMY
<b>Domain</b>	RAMC
<b>Career Field</b>	NS
<b>Sub Career</b>	NS
<b>TLB</b>	Data not available
<b>Profession Name</b>	Personnel
<b>Specialisation</b>	Command and Lead
<b>Minimum Medical Standard</b>	Data not available
<b>Tour Length</b>	36
<b>Preferred Gender</b>	Data not available
<b>Position Status</b>	Approved
<b>Operation Type</b>	Data not available
<b>Operation Name</b>	Data not available
<b>Operation PID</b>	Data not available
<b>Environment</b>	Data not available
<b>Position Priority</b>	Data not available
<b>Regulated Activity</b>	Data not available

**Unit Function & Position Definition**

<b>Unit Role</b>	Data not available
<b>Position Definition</b>	The PSAO is responsible to their OC for all G1 matters in the sub-unit.
<b>Line manager</b>	24849434 - Capt CHRISTOPHER OGG
<b>Approver</b>	24849434 - Capt CHRISTOPHER OGG
<b>MS Rep</b>	-

**Position Considerations**

<b>Domestic Considerations</b>	FTRS (HC) ToS. Ideally live within 50 Miles of the AR Centre or within 90 mins.
<b>Domestic Considerations 2</b>	
<b>Employer Comments</b>	Normal office hours IAW RLFR. Hybrid working in discussion with LM (RAO)
<b>Employer Comments 2</b>	

**Pre Employment Training**

<b>Pre Employment Training 1</b>	NSV.
<b>Pre Employment Training 1 Priority</b>	Essential
<b>Pre Employment Training 2</b>	Career Manager (Reserves).
<b>Pre Employment Training 2 Priority</b>	Desirable
<b>Pre Employment Training 3</b>	JPA Fundamentals, CHURCHILL, ODR, PPS, Skill Profile, PAPMIS trg on appt. Service Fund Management.
<b>Pre Employment Training 3 Priority</b>	Desirable

JPA Competence	
Competency 1	Gen Dvr Lic Cat B Joint
Competency Level 1	Essential
Competency 2	
Competency Level 2	
Competency 3	
Competency Level 3	
Competency 4	
Competency Level 4	
Competency 5	
Competency Level 5	

### Key Responsibilities

Responsibility No	Responsibility Description
1	Responsible to the Commanding Officer for all administrative and personnel matters at sub-unit level including admin of pay and allowances.
2	Manage sub-unit non-public funds and property.
3	Deputise for senior unit personnel as appropriate, managing day-to-day activity as required.
4	Support sub-unit staff in the implementation of the unit Community Engagement policy and associated activities.
5	Provide sub unit G4 support to parent unit through facilities and estate management as required as well as security assessments.
6	Support recruiting and retention and engage in employer support activities, ensuring compliance with associated policy.
7	Support the scheduling of tasks and training, ensuring that sub-unit readiness and capabilities are maintained.
8	Line Manager to civilian and military permanent staff, providing career advice and opportunities for personal development.

### Skills

Skill Name	Proficiency No	Skill Area Name	Proficiency Name	Requirement Tag
Assurance	2	Local (Army) Skill	Foundation	Essential

<b>Skills</b>				
<b>Skill Name</b>	<b>Proficiency No</b>	<b>Skill Area Name</b>	<b>Proficiency Name</b>	<b>Requirement Tag</b>
Career Management	2	Local (Army) Skill	Foundation	Essential
Financial Management	2	Local (Army) Skill	Foundation	Essential
Leadership	2	Joint Skill	Foundation	Essential
Management of Individual Readiness & Deployability	2	Joint Skill	Foundation	Essential
Personnel Support	2	Local (Army) Skill	Foundation	Essential
Personnel and Infrastructure Security	2	Local (Army) Skill	Foundation	Essential
Recruiting	2	Local (Army) Skill	Foundation	Essential
Safety Risk Management	2	Local (Army) Skill	Foundation	Essential
Welfare	2	Local (Army) Skill	Foundation	Essential