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|  **JOB SPECIFICATION (2010)** | **JSN** | **TBN** |
| **Position Title** | 2IC Training (Longmoor) | **Date Approved** |  28 Apr 23 |
| **Unit** | RHQ RE |  **Approved By** |  28 Apr 23 |
| **Location** | BROMPTON BKS, CHATHAM |  **TLB** |  Army |
|  **Establishment Type** | Established |  **Rank/Grade** |  OR4 |
| **Establishment/OET Ref** | 57011 (Version 17) | **Service/Type/Arm** |  E2 |
| **UIN/SLIM/JPA PID** | A0526A / 00821143 / 1914649 | **Exch/NATO/JSRL No**  |   |
| **Incumbent** |  W1062531 Cpl M Grieve | Staff/Command  |  Staff |
| **E-mail** |  tbc | WTE/MSTAR |  N/A |
| **Phone Number** | tbc | **Manning Priority** |   |
| **Security Status/Caveats** | SC / Nil | **Assignment Length** |  24 months |
| **Reporting Chain** |  | **Primary Career Field** |  PERS |
| 1st RO | SO2 Careers | **Sub Field 1** |  Policy/CM |
| 2nd RO | SO1 Careers | **Secondary Field** |  PERS |
| 3rd RO | N/A |  **Sub Field 2** |  Recruiting/Retention |
| **Unit Role:** Support the Moral Component of Fighting Power by sustaining the Corps/Regimental family as Head of Arm, with a Career, Learning & Development focus, custodian and conscience; recruit and retain. |
| **Position Role:** Conduct Heating and Plumbing Apprenticeship assessments at the bespoke training facility, Longmoor Training Camp. Responsible for all elements of SHEF within the technical and non-technical accommodation; demanding and assuring construction stores; coordinating attendance; and additional related tasks as directed by the IC Training. |
| **Responsibilities:** 1. Conduct apprentice heating and plumbing assessments.
2. Liaise with the end point assessment organisation (EPAO) to schedule attendance and submit assessment reports.
3. Receipt/assure materiel deliveries from Suppliers.
4. Security/Housekeeping/recording/issuing of tools and materiel.
5. Security and husbandry of site to include training houses and accommodation.
6. Maintain H&S board and act as COSHH, Noise, Fire rep and First Aid lead.
7. Responsible for ensuring a routine check of the living accommodation to ensure no fire hazards or safety issues exist.
8. Conducting and recording of site inductions for arrivals.
9. Compile and submit material delivery requests to support upskill packages.
10. Additional task as directed by the SSgt IC training.
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| **Pre Appt/Deployment Trg:** N/A  |
| **Domestic Considerations:** Incumbent will be expected to remain in post for a minimum of 2 years. Place of work to be Longmoor Training Camp.  |
| Performance Attributes | **Priority Component Features** |
| Professional Effectiveness | Essential - Incumbent will act in a team of two without close supervision from RHQ RE and will be expected to report any training issues regularly.  |
| Initiative | Essential – Identify issues and engage to find solutions with minimal supervision. Ability to seek out opportunities and communicate. |
| Judgement | Essential – Able to manage practical training. Has the ability to stop any dangerous/potentially dangerous action immediately and report and reflect.  |
| Powers of Communication | Essential - Incumbent must possess the confidence and command presence to brief learners and liaise with EPAO, materiel suppliers and Senior Officers.  |
| Operational Credibility | Desirable – Understanding of Corps trades and their use on Operations/Exercises to better inform learners. Understanding of site Health and Safety and welfare. |
| Education/Training | **Type** | **Pri** | Comments |
| Military Quals | Mil Class 2 or 1 Heating and Plumbing | Essential | The incumbent must be Class 2 or 1 (Mil H&P) qualified or hold a civilian equivalent qualification. |
| Military Quals | Health and Safety | Desirable | Incumbent should be well versed in working on a work site and the Health, Safety and Fire implications. |
| Other Quals/Competencies |  |  |  |
| Education | Level 3 | Desirable | To provide academic rigor when investigating issues. |
| Experience |  |  |  |
| Service/Arm/OGD | RE | Essential | Construction activities. |
| Operational | Recent | Desirable  | Understanding of RE trade structures, ideally with experience of training and delivery. |
| Staff |  | Essential | A high level of written work is expected when reporting. |
| Fields/Trades | Trade | Desirable |  |
| **Other Comments** |  |  |  |
| **Originator:** Lt Col A R Davies MBE | **Appt:**SO1 Careers | **E-mail:** Anthony.Davies272@mod.gov.uk**Tel:** 94661 2411 |
| **Auth by 1 RO:**Lt Col A A Davies MBE  | **Appt:****SO1 Careers RHQ RE** | **E-mail:**Anthony.Davies272@mod.gov.uk | **Date:**28 Apr 23 |
| **Auth by 2 RO:** Col R Hawkins MBE ADC | **Appt:****Corps Col** | **E-mail:**Richard.Hawkins761@mod.gov.uk | 28 Apr 23 |  |