

JOB SPECIFICATION (2020)		JSN	
Position Title	Regimental Quartermaster Sergeant (RQMS) Maintenance RQMS M 1295833	Date Approved	16 Nov 21
Unit	Defence School of Policing and Guarding	Approved By	Comdt DSPG
Location	Southwick Park, Fareham, PO17 6EJ	TLB	Army
Establishment Type	AET	Rank/Grade	OR8 (FTRS)
Establishment/OET Ref	057448v5	Service/Type/Arm	Army/RMP
UIN/SLIM/JPA PID	D0058C/ 515001/ 1295833	Exch/NATO/JSRL No	
Incumbent	WO2(OR8) AGC(RMP)	Staff/Command	
E-mail		WTE/MSTAR	
Phone Number	93835 4234/0239228 4234	Manning Priority	
Security Status/Caveats	SC	Assignment Length	
Reporting Chain	Mixed	Primary Career Field	
1 st RO	QM DSPG (OF3, Army)	Sub Field 1	
2 nd RO	Comdt DSPG (OF4, Army/RAF)	Secondary Field	
3 rd RO	Comdt DCLPA (OF5)	Sub Field 2	
Unit Role: To Deliver Trained and Motivated Police, Guard and Security personnel whilst exploiting joint training opportunities with best practice partners to meet the operational priorities of Defence.			
Position Role: Provide logistic and infrastructure support to DSPG, in line with the unit role and Commandant's intent.			
Responsibilities:			
1. Conduct material accounting and management of the DSPG stores, ammunition, miscellanies and accommodation accounts in line with the Defence Logistic Framework (DLF).			
2. Conduct Health, Safety and Environmental assurance. Responsible to QM and SHEF advisor, for the adherence to current H&S legislation and implementation of Army Safety policy.			
3. Liaison with the Soft FM and the Hard FM contractors to ensure that contracted outputs are achieved.			
4. Responsible for the adherence to current policy and Logistic support assurance audits, including the Ammunition, LSA&I, ASEMSA, Radiation audits.			
5. Electronic procurement Card Holder Responsible for local purchase of goods and services to support DSPG infrastructure and training.			
6. Conduct duties as the site Waste Manager to reduce site wastage in conjunction with the Soft FM provider. In adherence with MOD/DIO waste processes.			
7. Conduct Energy Warden Duties to reduce site wastage in line with MOD policy and provide education and explore new initiatives.			
8. Deputise for the QM DSPG in their absence.			
9. Complete other tasks as directed by QM DSPG.			
Pre Appt/Deployment Trg: AARQMS			
Domestic Considerations: SLA on site, SFA in local locations.			
Performance Attributes	Priority Component Features		
Professional Effectiveness	Ability to work under pressure with minimal supervision.		
Leadership	Must be confident, articulate and able to brief at all levels. Must be able to motivate staff for specialist project work, which has long term milestones and deadlines.		
Awareness and Understanding	Must be politically astute and aware of the Comdt's intent. Must be able to relate to staff and trainees in an emotionally intelligent way.		
Values and Standards	Must behave in accordance with the code of conduct and set an impeccable personal example.		
Education/Training	Type	Priority	Comments
Defence Competences	AARQMS	Essential	
Other Quals/Competencies	Basic Coft, Radiation supervisor, H&S courses	Desirable	Can be completed in post
Education			
Language			
Experience			
Service/Arm/OGD	Army	Desirable	
Operational	Any	Desirable	
Staff		Desirable	
Command		Desirable	
Fields/Trades		Essential	
Environments	Joint	Desirable	
Other Comments	Previous experience of logistics and infrastructure/facilities management, specifically liaison with MOD contractors and their suppliers, is preferable.		

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Auth by 2nd RO:	Appt: Comdt	E-mail: mike.alabaster556@mod.gov.uk	Date: 16 Nov 21