

JOB SPECIFICATION TEMPLATE

**Profile of Position:
[For Army and RAF posts only] SLIM No:**

Position Details

Rank	WO2	Org. Unit	DIO UK DTE	UIN	
Upper Lower Rank	N/A	Org. Type	HQ SPTA	Exchange With	N/A
Service (Job)	DIO UK DTE SPTA	TLB	DIO	Location	SPTA
Start Date for Position	01 Apr 23 (ASAP)	Proposed End Date for Position	N/A	Workforce Requirement Driving	B licence
Hiring Status	Active	Position Status	Established	Position Type	N/A
Person Category	N/A	Position Status EIT	N/A	Service Option	N/A
Domain	Army	Career Field	Op Sp	Sub Career Field	Training
Talent Management	N/A	Tour Length	36 months with the potential to extend	Handover	1 Week
Type of Operation	N/A	Operation Name	N/A	Operation PID	N/A
Hierarchy Parent 1	TSO Live SPTA	Hierarchy Parent 2	STSO SPTA	Hierarchy Parent 3	DH DIO RD OSTrg UKDTE
Incumbent	Gapped	Incumbent Future Availability Date		Environment	Military & Civilian
Minimum Medical Standard	MFD	Child Positions	N/A	Preferred Gender	N/A

Career Management and Rotational Information

Position CM Desk	Service (CM)	Applicable From	Applicable To
N/A	N/A	N/A	Note 21
Branch/Arm/Group	Main Trade	Sub Regt/Corp	
Note 21	Note 21	Note 21	

Alternative Branch or Trade

Alternative 1	Alternative 2	Alternative 3
N/A	N/A	N/A

Specialist Pay

Specialist Pay 1	Specialist Pay 2	Specialist Pay 3	Specialist Pay 4	Specialist Pay 5
N/A				

Unit & Position Role

Unit Function	DIO SD Trg is to deliver and develop safe and sustainable training areas and facilities to support the endorsed and contingent training requirements of Defence
Position Role	<p>Reporting to the Training Safety Officer (Live) Salisbury Plain Training Area, the post holder is responsible for the safe and efficient management of Bulford and Warminster Small Arms Static Live Fire Ranges for authorised users.</p> <p>This role involves the management and oversight of all range bookings and inspections in accordance Defence Safety Authority, Ordnance, Munitions and Explosives Part and MOD form 907.</p> <p>The post holder must be able to work autonomously and as part of a team when required.</p>

Responsibilities

1. Manage. Ensure Bulford and Warminster LFMT ranges are managed effectively ensuring that bookings are accepted in accordance with the priority table.
2. Maintain. Maintain accurate records of fixed template small arms range usage (including no shows).
3. Compliance. Participate in the assurance process of the 'safe place' in accordance with JSP 375 and DSA OME Pt 3.
4. Manage. Management and oversight of LFMT, ensuring that all activity is in accordance with Defence Regulations and SPTA Range Standing Orders. The incumbent must be aware of current doctrine and operational policies. Must be capable of adopting an authoritative stance with a unit who are compromising safe place.
5. Support. Advise users on the suitability of small arms ranges as directed by the Army Operational Shooting Policy.
6. Support. Conduct the role of SPTA Duty Officer (7 day duty) when required.
7. Communicate. The incumbent must have good communication skills. Where necessary, mediate between units who have not come to a satisfactory conclusion during deconfliction of facilities. Maintain and enhance professional working relationships with industry partners, landowners, conservation groups, local government and civilian stakeholders to foster good public relations.
8. Develop. Be prepared to operate on any area/part of SPTA in accordance with the Commanders intent; this will allow all staff to gain experience of all of SPTA.

Competence Requirements

Competence - Full Name	Proficiency Level	Essential	Acquired
SA (A) (18)		Y	
Cat B Licence		Y	

Pre-Employment Training

Pre-Employment Training 1	Pre-Employment Training 1 Priority	Pre-Employment Training 2	Pre-Employment Training 2 Priority	Pre-Employment Training 3	Pre-Employment Training 3 Priority
Airwaves user course (to be conducted upon assignment)	DIO OS & Trg Safety Course (1 Week and to be conducted upon assignment)				

Local Considerations

Domestic
Must be located within 30 mins of HQ SPTA.

Employer Comments
<ol style="list-style-type: none">1. Intellectual agility to maintain currency on multiple issues and have the physical energy and drive to maintain communications with stakeholders.2. Requires excellent communication and leadership skills.3. Must be able to balance conflicting priorities and have the ability negotiate/persuade for desired outcomes where necessary.