

SOUTH WALES FIRE AND RESCUE SERVICE
PERSON SPECIFICATION

DEPARTMENT	Human Resources (HR)
TEAM	Occupational Health Unit (OHU)
POST TITLE	Occupational Health Nurse
POST NO	001882
GRADE	RCN Band 6
LOCATION	Occupational Health Unit, Nantgarw

Essential criteria marked in **bold** with an asterisk* will be used for short-listing purposes. Please ensure you address these requirements in your Application Form (under the '*Experience and Other Information*' section). You should provide clear evidence that demonstrates you meet each area based on your skills, knowledge, experience and abilities relevant to the post.

Where a qualification is highlighted as being an 'Essential Criteria', you will be required to provide a copy of your Certificates with your Application Form.

Factor	Evidence	Essential/ Desirable	How Identified
Qualifications/ Requirements	Registered General Nurse (RGN) level 1*	Essential*	Application & Certificate*
	Nursing & Midwifery Council (NMC) Registered, with valid PIN Card and Number*	Essential*	Application* & Certificate
	Occupational Health Certificate, Diploma or Degree	Desirable	Application & Certificate
	Indemnity - Public Liability Insurance at the appropriate level (this will be maintained by SWFRS)	Essential	Application & Documentation
Knowledge/ Experience	Wide range of nursing experience within various settings *	Essential*	Application*
	Nursing experience within an Occupational Health (OH) environment	Desirable	Selection
	Practical experience of Microsoft Office packages i.e. Outlook, Word, Excel*	Desirable	Application
	Knowledge of the role of the OH Practitioner	Desirable	Application
	Knowledge of legal aspects of OH issues	Desirable	Application

	Experience & knowledge of OH surveillance techniques and reporting methods	Desirable	Application
	Experience of implementing health promotion	Desirable	Application
	The ability to communicate through the medium of Welsh	Desirable	Application
Personal Style	Ability to promote and manage diversity and demonstrate a fair and ethical approach in all situations *	Essential *	Application * & Selection
	Ability to work in full compliance with organisational policy and legislative guidance, respecting any sensitive information that is presented *	Essential *	Application * & Selection
	Proactive in promoting change, and the ability to seek opportunities to promote improved organisational effectiveness*	Essential	Selection
	Ability to consistently project and promote a confident, controlled and focused attitude in highly challenging situations*	Essential	Selection
Interpersonal	Ability to work effectively with others both within the Fire & Rescue Service and in the Community *	Essential *	Application * & Selection
	Ability to communicate effectively both orally and in writing to a range of different audiences	Essential	Selection
	Commitment to and ability to develop self, individuals, and teams, to improve organisational effectiveness	Essential	Selection
Task	Ability to create and implement effective plans to deliver a range of organisational objectives *	Essential *	Application * & Selection
	Ability to maintain an active awareness of the environment to promote safe and effective working	Essential	Selection
	Ability to achieve excellence by the establishment, maintenance and management of performance requirements	Essential	Selection

Please note that the successful candidate will be required to work flexibly to meet the demands of the post. This includes working evenings.

An enhanced CRB Disclosure will be required in the event of a successful application.

Having a criminal record will not necessarily be a bar to obtaining a position.

