



Person Specification

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St. Helens Council

Job Title: Security Coordinator

Ref No: PED153

Knowledge	E = Essential D = Desirable	Identified by
Knowledge of Data Protection, Human rights legislation.	E	Interview/Application
Knowledge of St. Helens Borough	D	Interview
Skills and Abilities	E = Essential D = Desirable	Identified by
Effective communication skills	E	Interview
Customer Care skills	E	Interview/Application
IT/Keyboard Skills	E	Interview/Application
Report writing skills	E	Interview/Application
Ability to supervise a team of staff	E	Interview/Application
Experience	E = Essential D = Desirable	Identified by
Experience in working in Security control room and or patrol.	E	Interview/Application
Experience of liaising with partner agencies	D	Interview/Application
Operating a weighbridge within legal guidelines	D	Interview/Application
Qualifications	E = Essential D = Desirable	Identified by
Security Industry Authority (SIA) licence	D	Application
Other Circumstances	E = Essential D = Desirable	Identified by
Full clean driving licence **	E	Application/Licence
To adopt a flexible working approach to meet the operational needs of the service	E	Interview
An ability to fulfil all spoken aspects of the role with confidence through the medium of English	E	Interview

**If an applicant cannot drive as they are precluded by disability, applicants are still welcome. Applicants are asked to provide a statement as to how they will be in a position to alternatively meet the requirements to enable the duties to be carried out effectively and efficiency with reasonable adjustments"