NW/A331

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| Royal  Naval  Reserve  Royal Marines  Reserve  Territorial  Army  Royal Auxiliary Air Force  Combined  Cadet  Force  Sea  Cadet  Corps  Army  Cadet  Force  Air  Training  Corps  Combined Cadet Force |

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| Royal  Naval  Reserve  Royal Marines  Reserve  Territorial  Army  Royal Auxiliary Air Force  Combined  Cadet  Force  Sea  Cadet  Corps  Army  Cadet  Force  Air  Training  Corps  Combined Cadet Force |

See Distribution 15 August 2016

VACANCY NOTICE – CAMP OPERATIVE 1 (LABOURER) – ALTCAR TRAINING CAMP

1. The Association has two vacancies with an immediate start for a Camp Operative 1 (Labourer) based at Altcar Training Camp, Hightown, Liverpool L38 8AF.
2. The duties include:

* Driving all camp vehicles; including range safety vehicles, tractors and fork lift trucks. Maintenance of all vehicles equipment, apparatus and stores within specified area of responsibility across the Estate.
* Familiarity with Material Regulations in relation to stores and the control of stores for issuing to customers.
* Carry out weekly checks of all fire equipment throughout the Estate for correctness as per the register. Also check serviceability ensuring that any appliance falling below standard is reported.
* Ensure that the cleanliness of all areas within your specified area of responsibility is maintained to a high level.
* Be prepared to carry out any other duty on the estate that is within the scope of a camp operative 1.
* Performance of all tasks must be to the standards set by the Line Manager.
* Knowledge of and understanding of responsibilities and requirements of current Health and Safety legislation.
* Carry out minor repairs to Estate property under direction of line manager.
* Cleaning of roads and verges under direction of the Line Manager.
* Carry out repairs to all fencing and signs.
* Undertake care and maintenance of all grassed areas; including cutting, ditching and the cleaning and maintenance of all vehicles and machinery on completion.
* Painting as directed by Line Manager.
* Moving of stores and equipment around the Altcar Estate.
* Planting trees and esnsuring the upkeep of the Estate woodlands.

1. This is a Crown Servant position; working hours are 37 hours per week, working any 5 days in 7 (Monday to Sunday) with half an hour given for the lunch break. The salary offered is £15,681 per annum, with free car parking facilities. A pension scheme is in operation for those eligible and who elect to join the CRFCA pension scheme. A 6% non-pensionable supplement will be added to the salary to offset a 5% pension contribution.
2. The appointment is subject to a probationary period of three months, which may be extended up to 6 months. You must have a full driving licence with no more than 6 penalty points.
3. All training will be provided, especially for those associated with driving Association vehicles (Tractor, fork lift driving) and the use of grass cutters or power tools.
4. All Personal Protective Equipment (PPE) will be provided.
5. The successful candidate will be required to be Security Cleared (SC) and

have a Disclosure and Barring Service check as part of the conditions of employment.

1. Application forms are available from:

Human Resources Manager (Camp Op 1)

NW RFCA

Alexandra Court

28 Alexandra Drive

Liverpool

L17 8YE

Telephone: 0151 728 2048

Email: [nw-hr@rfca.mod.uk](mailto:nw-hr@rfca.mod.uk)

7. The closing date for applications is 1300 hours on Friday 9 September 2016. Interviews will be held in Altcar Training Camp during late September 2016.

Pamela Peers

HR Manager

For Chief Executive

Distribution:

Internal:

All Association Staff

External:

Council of RFCAs

All RFCAs

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4 Inf Bde & HQ NE – for Routine Orders and SO2 Cadets

11 Sig Bde & HQ WM – for Routine Orders and SO2 Cadets

160 Inf Bde & HQ Wales – for Routine Orders and SO2 Cadets

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ACF County Commandants

ATC Wing OCs

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The Officers Association