

NATIONAL COAL MINING MUSEUM FOR ENGLAND

PERSON SPECIFICATION

POST TITLE: Electrical Engineer

REF: EE/2025

CRITERIA	CRITERIA	HOW IDENTIFIED	RANK & REF
RELEVANT EXPERIENCE	At least five years post qualification experience of mine management and specifically underground working.	Application form	A
	Management and supervisory skills and experience or a relevant qualification.	Application form and interview/certificates	A
	Knowledge and experience of budget management and variance analysis.	Application form and interview	B
QUALIFICATIONS AND TRAINING	The post holder requires to be a qualified coal mining and electrical engineer holding a mines and quarries engineers certificate.	Application form, interview and production of certificates	A
	Evidence of continuous professional development	Application form, interview and presentation of certificates	B
	Health and safety training or a formal qualification	Application form, interview and production of certificates	B

SKILLS AND ABILITIES	The post holder must be able to work to stringent statutory safety requirements and ensure those supervised do likewise.	Application form, interview	A
	Ability to produce high quality reports and policy development documents	Application form and interview	A
	Able to deal with questions and queries from the Museum's users in the absence of the Directors.	Application form and interview	B
	Effective interpersonal communication skills at a range of levels	Application form and interview	B
	An ability to prepare and deliver presentations on mining related topics	Application form, interview and presentation	C

GENERAL AND SPECIALIST KNOWLEDGE	Capable of solving electrical engineering problems mainly within a maintenance environment.	Application form and interview	A
	Authorised by the electrical distribution company to work systems up to 11 KV.	Application form, interview and production of certificates	A
	An understanding and appreciation of museum practices and procedures	Application form and interview	C
	Must have knowledge and awareness of the coal mining industry and be prepared to share such knowledge with members of the public.	Application form and interview.	C

ADDITIONAL FACTORS	In conjunction with the Mechanical Engineer to work a shift system that involves duty management role one weekend a month.	Application form and interview	A
	Without prior approval from the Deputy Director/Mine Manager, either the Electrical or Mechanical Engineer must be on site during the normal Museum opening hours	Application form and interview	A
	To have shared responsibility with the Mechanical Engineer for the overall Museum site during weekends, bank holidays and some evenings when required.	Application form and interview	A
	On a rota basis, to respond to out of normal hours calls to deal with issues such as fire or burglar alarms etc.	Application form and interview	A

NOTE TO APPLICANTS: You will only be short listed from the details in the application form if you meet all the criteria ranked as 'A'. In the event of an excessive number of applications only those who meet rank 'B' criteria will be short-listed. If that still results in too many applicants all three rankings will be used.

As an organisation we recognise and acknowledge our responsibility to address the issue of recruitment barriers to disabled people. If you identify any potential barriers within these documents please bring them to our attention as we are committed to making reasonable adjustments where possible.