



Role Profile

Role Title	Higher Apprenticeship – Security Design Engineer
Business group and team	Secure Global Services (SGS)
Job Purpose Overview	<p>SGS's Security Design Engineering Apprenticeship scheme is up to 5 year programme combining formal academic training at University, with hands-on experience in the work place. The role involves working with colleagues in the Security Engineering team delivering engineering design solutions such as Close Circuit TV, Access control, Secure Communications, Public Address, Intruder Alarms, Physical & Protective Security Solutions,; key deliverables include, work planning, project management, design, CAD, quality assurance, logistics, security delivery strategies, health & safety. It is expected that some overseas travel will be involved with this role.</p> <p>During the apprenticeship the apprentice will be expected to gain a BEng or BSc in engineering while attending block or day release.</p> <p>The successful applicant will be expected to participate in revenue generating work in the UK and overseas through this period.</p> <p>Supplementary training on FCO Services' specific products and other bespoke training will also be provided.</p> <p>The jobholder will be required to obtain SC clearance before taking up duties and then DV clearance shortly after commencement.</p>
Organisational Position	<p>The Security Design Engineer Apprentice will sit within the Security Design Engineering team within PSC.</p> <p>The other technical teams within PSC are: Project Management, Drawing Data Management, Structural Engineering & Construction Management, Building Services Engineering, Building and Quantity Surveying, Sustainability H&S and Architects & Interior Design.</p>

Date Updated	05/12/17	Updated By	S F
Current / Applied Grade	Apprentice	Job evaluation date	Confirmed grade

JOB RESPONSIBILITIES			
<p><i>Main responsibilities, focusing on the required outputs:</i></p> <ul style="list-style-type: none"> • Contribution to SGS Financial targets and KPI. • Work as part of a team to ensure work is delivered on time and to cost. • Understand how own role contributes to overall achievement of SGS's objectives. • Work effectively as part of a team to ensure work is delivered to defined standards. • Behave in a professional and courteous manner. • Demonstrate an understanding of our customers and their requirements. • Gain broad understanding of FCO Services. • Adhere to appropriate H&S policies • Assist team leaders/members in the production of designs and drawings. 			

- Assist team leaders/member in production of technical documentation, surveys and report production
- Adhere to FCO/FCO Services security policies
- Obtain a BEng or BSc qualification as outlined above.
- Evidence learning and continual improvement.
- Engage in activities to promote FCO Services apprenticeship scheme.
- Continual professional development.

KNOWLEDGE & KEY SKILLS

Essential:

- A Level BBB **or**;
- BTEC National Diploma DDM **or**;
- Access to HE qualifications with 24 Distinctions and 21 Merits including 3 Distinctions in Maths and 3 Merits in Physics **or**;
- Equivalent level 3 qualifications worth 128 UCAS points (Level 3 qualifications must include Maths or Physical Science)
- Applicants must hold 5 GCSEs A-C including Maths and English Language or equivalent (reformed GCSEs grade 5 or above).
- IT & Microsoft Office literacy.
- Effective written and oral communication skills.
- A keen interest in design
- Interest in overseas travel

Desirable:

- GCSE Grade 4 or above (or equivalent) in Engineering
- Experience of CAD
- Some experience of working in a design consultancy environment

CORE COMPETENCES

- Managing a Quality Service
- Making Effective Decisions
- Collaborating and Partnering

CRITICAL SUCCESS FACTORS

Success measured and evidenced by:

- Formal feedback from university, team leader and customers.
- Successful completion of all university work.
- Year on year increase in % of time booked to revenue generating work.

Budget Responsibility?	If YES, how much:	If NO can they authorise payments?
No	£ N/A per annum	No
Reports to: (Role Title and Grade)	SGS Apprentice Manager	
Direct Reports: (Number and grades of staff)	None	