REF NUMBER: B10056

House of Commons
Competency Section

In Confidence

Post: Doorkeeper
Closing Date: Thursday 19 December 2013 at 12pm

Experience and skills*

As part of the online application process, you will be asked to provide one or two specific examples of past achievement and/or training to demonstrate how you meet each criterion. Below are the criteria that have been identified as being essential or desirable for this post.

When providing answers to these statements, we recommend that you refer to the downloadable Guidance and Interview tips sheet.

Essential:

01. Ability to work reliably and flexibly as part of a team within a complex, challenging and changing environment, upholding the principles of equality, diversity and inclusion at all times

02. The ability to exercise sound judgement, take the initiative and demonstrate assertiveness in a difficult situation

03. Good interpersonal and customer service skills, with the ability to deal tactfully and confidently with people at all levels

04. Communicates clearly, concisely and effectively both orally and in writing

05. A level of fitness to be able to employ physical restraint techniques

06. The aptitude to pass a First Aid Course and become part of the First Aid staff of the House