

## **CAMERA ENFORCEMENT TECHNICIAN – ROAD SAFETY BUREAU - RESPONSE & CRIME COMMAND**

**REF 224/20**

**Location:** Spennymoor Police Station

**Salary:** Scale 3 £18,951 - £20,199 per annum & 12.5% shift & 11.1% weekend working allowance.

**Hours:** 37 hours per week, based on the below shift pattern:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 1	1100-1900	7.00-1445	7.00-1500	RD	RD	RD	RD
Week 2	1100-2100	1100-2100	1100-2000	0900-1700	7.00-1500	RD	RD
Week 3	RD	1000-2000	1100-1900	1100-2100	1100-2100	0900-1800	0815-1630
Week 4	0700-1500	RD	RD	RD	1100-2100	1100-2000	1100-2000

**Job type:** Permanent

**Qualifications:** 4 G.C.S.E. levels (Grade 9 to 4/A to C) including English Language or Literature and Math's or an approved equivalent. An individual who possess an equivalent e.g. NVQ must provide evidence of Math's and English.

Further information regarding the relevancy of equivalent qualifications is available from the OfQual website at <http://ofqual.gov.uk/help-and-advice/comparing-qualifications/>

**Closing date:** Tuesday 22 September 2020

### **About the role**

To operate speed detection equipment at the roadside to identify speeding vehicles together with other roadside traffic monitoring devices. To make prosecution decisions following the identification of speeding violations. To record, interpret and process data from the equipment and initiate action in accordance with Force Policy and Procedure and carry out first line fault diagnoses for the equipment. To provide a quality service that ensures fair and equal treatment for all.

### **Vetting**

Durham Constabulary has a strict vetting requirement and any offer of employment will be subject to appropriate vetting levels which will be maintained / updated throughout the period of service. In addition, applicants should have been a UK resident for at least 3 years prior to the date of application. However in the event that applicants have not been resident in the UK for at least 3 years and can provide a VERIFIABLE certificate from the Police of any country where they have taken temporary residence to

indicate that they have not been convicted of any offence whilst in that country or involved in any investigation by a Law Enforcement Agency which includes being interviewed, arrested, issued with any penalty notice, charged or cautioned irrespective of whether that offence is an offence within the United Kingdom, then this will be considered as part of the recruitment vetting process. Individuals who are not able to meet this criteria will be subject to appropriate risk assessment by the Force Counter Corruption & Vetting Unit.

### **Tattoos**

Any tattoo anywhere on the body that is obscene, or advocates sexual, racial, ethnic, or religious discrimination, by written word or design is prohibited and the presence of such a tattoo would preclude an applicant from passing the recruitment process for employment with the Constabulary

### **To Apply**

Durham Constabulary welcome applications from everyone, but as members of ethnic minority groups are currently under-represented we would encourage applications from these groups. Appointment will be based on merit.

For further information please view the below Job Description and Person Specification.

To apply please complete the Pers 198 Police Staff Application Form which can be found at the link at the top of the vacancies page

Completed application forms should be returned to [human.resources@durham.pnn.police.uk](mailto:human.resources@durham.pnn.police.uk)

Please note that paper Application Forms will not be accepted

**Please note that Curriculum Vitae's (CV's) will not be accepted.**



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## **DURHAM CONSTABULARY**

### **JOB DESCRIPTION**

**JOB TITLE:**

Camera Enforcement Technician

**DEPARTMENT:** Road Safety Bureau – Response & Crime Command

**SCALE:** Scale 3

**RESPONSIBLE TO:** Camera Enforcement Supervisor

**JOB PURPOSE:** To operate speed detection equipment at the roadside to identify speeding vehicles together with other roadside traffic monitoring devices. To make prosecution decisions following the identification of speeding violations. To record, interpret and process data from the equipment and initiate action in accordance with Force Policy and Procedure and carry out first line fault diagnoses for the equipment. To provide a quality service that ensures fair and equal treatment for all.

### **MAIN DUTIES AND RESPONSIBILITIES**

1. Undertake speed detection activity at selected sites both inside and outside of the vehicle, as required by operational need, identifying speeding vehicles and capturing relevant digital evidence.
2. View processed detections and record data in line with force procedures.
3. Undertake first line maintenance and problem solving for all equipment used.
4. Liaise with manufacturers, service engineers and system suppliers regarding relevant equipment/system faults/problems.
5. Assist with initial and general training of new enforcement technicians to ensure they obtain the relevant skills to operate equipment effectively.
6. Produce reports and correspondence as required and assist in the preparation of prosecution files with supporting evidence.
7. Attend court to give evidence as required.
8. Provide advice and guidance to internal and external partners and members of the public both over the telephone and face to face.
9. Attend meetings and events to promote the road safety objectives when required and in line with National Road Safety Campaigns.
10. Promote equality of opportunity for all and treat individuals fairly, with dignity and respect.
11. Undertake any other duties as directed by Supervision.

The duties and responsibilities outlined above cannot encompass or define all tasks which may be required of the post holder. The outline of duties and responsibilities given above therefore may vary from time to time without materially changing either the character or level of responsibility and these factors are reflected in the grade applied to the post.

**DURHAM CONSTABULARY**

**PERSON SPECIFICATION**

**JOB TITLE:** Camera Enforcement Technician

**DEPARTMENT:** Road Safety Bureau

EMPLOYEE	THE SUCCESSFUL CANDIDATE MUST POSSESS	ASSESSMENT CRITERIA
Educational Attainment/ Professional Qualifications	<ul style="list-style-type: none"><li>• 4 GCSE levels (Grade 9 to 4/ A to C) including English Language or English Literature and Maths or an approved equivalent.</li></ul>	<ul style="list-style-type: none"><li>• Sift/Interview</li></ul>
Work Experience	<ul style="list-style-type: none"><li>• At least 2 years Administrative experience</li></ul>	<ul style="list-style-type: none"><li>• Sift/Interview</li></ul>
Knowledge/Skills/Aptitudes	<ul style="list-style-type: none"><li>• Basic numerical skills, e.g. addition, subtraction, simple multiplication or division, simple statistics</li><li>• Enhanced literacy skills e.g. composing original letters, statements or writing minutes</li><li>• Enhanced keyboard skills, e.g. use of spreadsheets, inputting into database systems etc. where accuracy is essential but speed is not a key demand.</li></ul>	<ul style="list-style-type: none"><li>• Sift/Interview</li><li>• Sift/Interview</li><li>• Sift /Interview</li></ul>
Disposition	<ul style="list-style-type: none"><li>• Able to work under pressure to meet specific deadlines.</li><li>• Able to work on own initiative as well as part of a team.</li><li>• Deal with conflict and confrontational situations.</li></ul>	<ul style="list-style-type: none"><li>• Sift/Interview</li><li>• Sift/Interview</li><li>• Sift/Interview</li></ul>
Special Requirements	<ul style="list-style-type: none"><li>• Full driving licence.</li></ul>	<ul style="list-style-type: none"><li>• Sift/Interview/vetting</li></ul>

	<ul style="list-style-type: none"> <li>• To be of the highest integrity</li> <li>• To have a respect for diversity and be committed to the principles of equal opportunities and inclusion.</li> </ul>	<ul style="list-style-type: none"> <li>• Sift/Interview</li> <li>• Sift/Interview</li> </ul>
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## **DURHAM CONSTABULARY**

### **CONDITIONS OF APPOINTMENT**

#### **Camera Enforcement Technician**

#### **1. SALARY**

Annual salary will be based on Durham Scale 3 Police Staff Council:-

£  
18,951  
19,359  
19,773  
20,199

Plus an additional 12.5% shift & 11.1% weekend working allowance.

## **2. RETURN OF SERVICE / REFUND OF COURSE FEES**

If you do not serve for a minimum of 2 years with Durham Constabulary you may be required to refund the costs for any training courses completed which are deemed mandatory to your role.

## **3. ACCOMMODATION / LOCATION OF POSTS**

This post will be based at Spennymoor Police Station

## **4. WORKING HOURS**

You will be required to work 37 Hours per week, based on the below shift pattern:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 1	1100-1900	7.00-1445	7.00-1500	RD	RD	RD	RD
Week 2	1100-2100	1100-2100	1100-2000	0900-1700	7.00-1500	RD	RD
Week 3	RD	1000-2000	1100-1900	1100-2100	1100-2100	0900-1800	0815-1630
Week 4	0700-1500	RD	RD	RD	1100-2100	1100-2000	1100-2000

12.5% shift & 11.1% weekend working allowance.

## **5. TRAVELLING EXPENSES**

Expenses will not be paid for any part of the recruitment procedures.

## **6. SMOKING POLICY**

Smoking will not be permitted at any time on Constabulary Sites estate in any Constabulary vehicle or privately owned vehicles whilst used for work purposes if carrying passengers.

## **7. ADDITIONAL BUSINESS OR EMPLOYMENT**

Employees must devote their whole-time service to the work of the Chief Constable and must not engage in any other business or take up any other employment without the written consent of the Chief Constable.

**8. POLITICAL RESTRICTIONS**

The Chief Constable is committed to creating a totally anti-discriminatory and inclusive police service therefore no member of Durham Constabulary may be a member of an organisation whose constitution, aims, objectives or pronouncements contradict the general duty to promote equality.

**9. OTHER CONDITIONS**

The other terms and conditions of appointment (including the conditions relative to annual leave and the payment of salary in case of sickness) will be in accordance with the regulations of the Chief Constable and the Conditions of Service for the Police Staff Council.

**10. CLOSING DATE**

The closing date for receipt of applications for this post is **5 p.m. on 22<sup>ND</sup> September 2020.**

**11. SELECTION PROCESS**

Where possible, specific dates for assessment (if applicable) and interview for this post have been identified and details are given below. Unfortunately, we are not always able to offer alternative dates.

**12. APPOINTMENT OFFER / ANTICIPATED DATE FOR FILLING THE POST**

We hope to make a conditional offer of an appointment to this post approximately one month after the closing date. The appointment offer will be subject to satisfactory medical clearance or completion of a Medical Disclaimer (Pers 231) plus an internal reference and recruitment vetting checks. Should any clearance prove to be unsatisfactory we reserve the right to withdraw any offer of employment made. A starting date will be agreed following receipt of satisfactory clearances, taking into account notice periods required.

This post will be filled as soon as practicable.