

Job Adverts - Qualifications

A broad general rule to follow when considering the level of qualification for advertised posts for each grade is noted below based on the **typical** qualifications required for the equivalent grades as part of the job evaluation process.

However, it is recognised that a level of skills, knowledge and experience and behaviours which are equivalent to the indicative qualification can be just as valuable in roles across the Council. Advice is available from HR if managers are looking to recruit based on skills, experience and behaviours as an alternative to a qualification requirement to both attract the right talent and ensure people are paid fairly and equally.

Grade	Typical Qualification Type
PR9 or above	General Degree / Specific Degree and/or Post Graduate
PR8	HND / General Degree / SVQ 4
TAS7	HNC / HND / SVQ 3 or 4
TAS6	HNC / Higher Certificate / SVQ 3
TAS5	Higher Certificate / SVQ 2
TAS4 or below	National Certificates / Working Experience

More specialist or unique roles may require a specific qualification or membership of a professional body / society which is a statutory requirement to undertake the role / right to practice, the recruiting manager should be aware of this requirement.

It is important that any qualifications / membership / skills, knowledge and experience requirements are shown on the advert text of the Vacancy Justification Form, as the generic role profiles no longer contain this information.

The attached SQA qualification framework compares the equivalent qualifications in Scotland for reference.

For further information or advice please contact hr@pkc.gov.uk