

PERSON SPECIFICATION

JOB DETAILS

Job title: Health Care Assistant
Job code: N/A
Band: 2
Location: All Community Hospitals
Accountable to: Senior sister

QUALIFICATIONS	ESSENTIAL OR DESIRABLE	METHOD OF ASSESSMENT
Essential <ul style="list-style-type: none"> C and above in GCSE English and Maths or level 4 and above (or equivalent Adult Literacy and Numeracy). 	Essential	Application
Desirable <ul style="list-style-type: none"> Minimum of 5 GCSE's (or equivalent) including English, Mathematics, and a Science or Health and Social care based subject NVQ level 2 Care Certificate 	Desirable	Application

NATURE OF EXPERIENCE	ESSENTIAL OR DESIRABLE	METHOD OF ASSESSMENT
<ul style="list-style-type: none"> 	Essential	Application & Interview
<ul style="list-style-type: none"> No previous experience is required although it would be desirable that the individual is able to demonstrate some prior experience and understanding of caring for others on a voluntary basis. 	Desirable	Application & Interview

PROFESSIONAL / MANAGERIAL / SPECIALIST KNOWLEDGE	ESSENTIAL OR DESIRABLE	METHOD OF ASSESSMENT
General: <ul style="list-style-type: none"> • Show good organisational skills. • Ability to work as part of a team and autonomously. • Willingness to be flexible and adaptable. • Will demonstrate innovation, objectivity, motivation, enthusiasm and confidence. • Demonstrates excellent record keeping skill. • Ability to prioritise many competing demands. Managerial: <ul style="list-style-type: none"> • Ability to prioritise patient care • Undertake training for personal development and the safety of patients Colleagues and other users of the service • Ability to recognise the effects of work pressures and report to senior members of staff Clinical: <ul style="list-style-type: none"> • Evidence of personal development 	Essential	Application & Interview
General: <ul style="list-style-type: none"> • Evidence of innovation. Managerial: <ul style="list-style-type: none"> • To effectively manage the Resources. Clinical: <ul style="list-style-type: none"> • To develop clinical competencies in skills such as: • NEWS, Blood glucose monitoring, obtaining specimens such as urine, faeces and MRSA swabs • Knowledge of safeguarding • Knowledge of Deprivation of Liberty • Demonstrates good working knowledge and actively contributes to the safety within the clinical environment 	Desirable	Application & Interview

PERSONAL SKILLS ABILITIES AND	ESSENTIAL OR	METHOD OF
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ATTRIBUTES	DESIRABLE	ASSESSMENT
<ul style="list-style-type: none"> • Good Communication skills. • Effective team worker. • Flexibility, innovative and motivated. • Empathic and understanding nature. • Professional approach. • Ability to support staff and patients in distressing and emotional situations, or patients with potential violent and aggressive behaviour. • Ability to undertake manual handling procedures • Requirement to work a shift system to deliver services across all shifts 7 days per week. • Rotation to day/night duty as and when required to cover for the needs of the department 	Essential	Application & Interview
<ul style="list-style-type: none"> • Working knowledge of Microsoft Office packages e.g. Word, Excel, PowerPoint, Publisher and Outlook. 	Desirable	Application & Interview

OTHER REQUIREMENTS	ESSENTIAL OR DESIRABLE	METHOD OF ASSESSMENT
<ul style="list-style-type: none"> • Able to attend and participate in all mandatory and statutory training events 	Essential	Application & Interview
<ul style="list-style-type: none"> • Ability to travel around the locality as requested, to support service delivery 	Desirable	Application & Interview