

PERSON SPECIFICATION

Post Title	Care & Support Worker	Band	5	Job Evaluation Reference	BM19
Required Attributes					
1. EDUCATION AND TRAINING				Essential	Desirable
Only asking for qualifications as an essential criteria can be done if it is a <u>fundamental</u> requirement of the role (i.e. the role could not be done without it). Otherwise, a qualification should be used as an <u>indication</u> of the knowledge required to perform the role and equivalent knowledge/experience* should be considered (i.e. SCQF Level 6 or equivalent knowledge/experience)					
*equivalent knowledge/experience can be gained in several ways including relevant work experience, voluntary or community activities, on-the-job or off-the-job training or full-time or part-time study					
Social Care Qualification					X
2. KNOWLEDGE AND EXPERIENCE				Essential	Desirable
Consider what knowledge and experience is essential at the point of recruitment and what can be considered desirable and can be learned through on-the-job training					
Social Care/ client contact (especially with elderly and/or disabled)					X
Nursing Qualifications/experience and/or personal care experience					X
3. SKILLS AND ABILITIES				Essential	Desirable
Consider what skills and abilities are essential the point of recruitment and what can be considered desirable and can be learned through on-the-job training					
Personal care skills					X
Domestic care skills					X
Good communication skills				X	
Awareness/assessment skills				X	
Ability to work without direct supervision				X	
4. PERSONALITY FACTORS				Essential	Desirable

• Include personality traits and interpersonal skills that align to the Councils Core Behaviours		
Friendly	X	
Cheerful		X
Approachable	X	
Practical	X	
5. OTHER REQUIREMENTS	Essential	Desirable
• Include other criteria not covered in sections 1-4 i.e. Driving License or SSSC registration etc		
Flexibility (for cover)	X	
Ability to travel & have access to a vehicle/transport	X	
Contact number	X	
Employees are the Council's greatest asset and through our SUPPORT we are expected to work together and demonstrate the following core behaviours: • Strengthen – our Communities • Understand – our children's needs • Protect – our vulnerable people • Promote – equality and diversity • Open and transparent – at all times • Respect – our environment • Treat – each other with kindness		

Guidance:

A factsheet on writing a person specification is available on Connect within the recruitment policy/procedure.