

Person Specification

Job Title	Surgical Instrument Co-ordinator		
AfC Band	Band 3	Job Code	409-TH5954100

Method of Assessment: 'A' Application Form 'C' Certificate 'I' Interview 'R' Reference 'T' Test/Presentation

Person Specification		Essential	Desirable	Assessment
Qualifications				
1	GCSE Grade C or above in English and Maths or equivalent	X		A/C
2	ECDL qualification or equivalent		X	A/C
Knowledge & Experience				
1	Experience of IT systems	X		A/I/C
2	Experience of working in a healthcare setting		X	A/I
3	Experience of working in a Sterile Services Department		X	A/I
Skills				
1	Excellent communication skills and ability to communicate with all levels of staff	X		A/I
2	Ability to complete work without direct supervision	X		A/I
3	Ability to plan and prioritise own workload	X		A/I
4	Ability to adhere to confidentiality	X		A/I
Other				
1	Flexible approach to working pattern	X		A/I