

### Person Specification

<b>Job Title</b>	Health Care Assistant		
<b>AfC Band</b>	Band 2	<b>Job Code</b>	409-6378882

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

Person Specification		Essential	Desirable	Assessment
<b>Qualifications</b>				
1	NVQ level 2 Health and Social Care or equivalent		✓	A/C
2	Care Certificate (equivalent to level 1)		✓	A/C
3	Completion of Trust Care Certificate within 4 months of appointment	✓		A/C
4	Basic literacy and numeracy skills	✓		A/I
<b>Knowledge &amp; Experience</b>				
1	Knowledge of personal care and related procedures	✓		A/I
2	Experience of working in a patient care/health related role		✓	A/I
3	Experience of working in a team	✓		A/I/R
<b>Skills</b>				
1	Ability to communicate effectively in both verbal and written formats	✓		A/I
2	Good interpersonal skills	✓		I
3	Able to work within a team	✓		A/I
4	Able to accept direction and guidance	✓		R
5	Aware of own limitations	✓		I
6	Flexible in working hours	✓		I
7	Able to prioritise own workload and manage time effectively	✓		I/R
8	Flexible, adaptable and responsive to change	✓		I/R
9	Reliable and professional	✓		R
10	Ability to cope in stressful and challenging situations	✓		I/R
11	Inclusive and non-judgmental	✓		R
12	Punctual, motivated and committed	✓		R
13	Effective role model demonstrating Trust values	✓		I/R
14	Basic IT skills	✓		A
<b>Other</b>				
1	Frequent, moderate effort for several short periods during the shift such as manual handling patients to supporting patients personal care	✓		I
2	Aware that developing resilience to distressing situations is necessary without losing the ability to care compassionately.	✓		I
3	Aware of the process for accessing staff health and wellbeing support	✓		I
4	Occasional exposure to distressing situations which may care of chronic health conditions, patient end of life care/ care after death.	✓		I
5	Able to carry out direct personal care as required on ward or department. Frequent exposure to blood or body fluids.	✓		I
6	Occasional exposure to patients with challenging behaviours.	✓		I