

Support Worker – Person Specification

Expertise / Competence / Skills	Method of Assessment
<ul style="list-style-type: none"> • Excellent communication and listening skills 	Application form / Interview/ probationary period
<ul style="list-style-type: none"> • Ability to follow clear and precise plans without deviation 	Interview/ probationary period
<ul style="list-style-type: none"> • Ability to follow instructions from others 	Interview/ probationary period
<ul style="list-style-type: none"> • Ability to understand people and their needs 	Interview/ probationary period
<ul style="list-style-type: none"> • Ability to be a role-model to others 	Interview/ probationary period
<ul style="list-style-type: none"> • The ability to complete domestic skills – and willingness to share these with others 	Interview/probationary period
<ul style="list-style-type: none"> • Ability to work alone and as part of a team being and to be able to take responsibility and using your own initiative 	Application form / Interview/probationary period
<ul style="list-style-type: none"> • Good timekeeping 	Interview/probationary period
Experience	
<ul style="list-style-type: none"> • Past experience of working in the care sector 	Application form
<ul style="list-style-type: none"> • Working as part of a team or alone working 	Application form / Interview
<ul style="list-style-type: none"> • Following individual personal plans 	Interview/ probationary period
<ul style="list-style-type: none"> • Life experience and skills that can be shared with others 	Application form / Interview
<ul style="list-style-type: none"> • Recording written information 	Interview/ probationary period
<ul style="list-style-type: none"> • The ability to record finances accurately 	Interview/ probationary period
Specific Qualities (i.e. attitudes)	
<ul style="list-style-type: none"> • Strong personal values - having consideration and showing respect for others / being polite to others 	Interview/probationary period
<ul style="list-style-type: none"> • Ability to relate well with individuals and to promote equal opportunities and respect diversity, cultures and values 	Interview/probationary period
<ul style="list-style-type: none"> • Ability and willingness to show assertiveness appropriately 	Interview/probationary period
<ul style="list-style-type: none"> • An interest in hobbies and leisure activities and a willingness to share these with others 	Application form / Interview/probationary period
<ul style="list-style-type: none"> • Flexible approach to working with individuals and working across the organisation 	Application form / Interview/probationary period
<ul style="list-style-type: none"> • Positive characteristics and attitudes – friendly, 	Interview/probationary

helpful, kind, caring, honest, patient etc	period
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Essential Criteria	
<ul style="list-style-type: none"> Car driver willing to use your own vehicle (with a full clean driving licence and fully comp insurance – to cover for business use) 	Application form / 1:1 Interview/ documents
<ul style="list-style-type: none"> A satisfactory enhanced Disclosure check via the criminal records bureau (DBS) 	Application form / 1:1 Interview/ DBS certificate
<ul style="list-style-type: none"> Satisfactory references 	Application form/HR
<ul style="list-style-type: none"> Mandatory to undertake regular training and personal development 	Application form / Interview/probationary period
<ul style="list-style-type: none"> NVQ/QCF level 2 or 3 in Health & Social Care or to work towards completing QCF level 2 or 3 in Health & Social Care 	Application form/ certificate