

Kindness · Courage · Respect

PERSON SPECIFICATION

POST TITLE: Therapy Assistant

REQUIREMENTS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Education and qualifications	<ul style="list-style-type: none"> Valid Driver's License (if required for post) Basic Understanding of the post. 	<ul style="list-style-type: none"> IT related skills or training NVQ Level II Training Experience of Clerical work Previous experience in Health Care or equivalent setting 	Application Application Application
Occupational experience and abilities	<ul style="list-style-type: none"> Understanding of Health and Safety, including Moving and Handling issues Experience of working in a team. 	<ul style="list-style-type: none"> Broad understanding of clinical area of the post 	Application & Interview
Knowledge& Skills	<ul style="list-style-type: none"> Good literacy skills 	<ul style="list-style-type: none"> Word processing skills Understanding of Medical Records and Therapy record keeping 	Application Application& Interview
Personal Qualities	<ul style="list-style-type: none"> Must be able to demonstrate a clear understanding of core trust values and be able to articulate in practice Clear and effective communication skills Self motivated to work independently with delegated tasks 	<ul style="list-style-type: none"> Able to communicate well in group settings 	Interview

Additional information:

Physical Effort	<u>To be completed by Recruiting Manager</u>
Mental Effort	<u>To be completed by Recruiting Manager</u>
Emotional Effort	<u>To be completed by Recruiting Manager</u>
Working Conditions	<u>To be completed by Recruiting Manager</u>