





PERSON SPECIFICATION

Assessment: A – Application Form, I – Interview, T – Test, P – Presentation, R – References,

Criteria	Essential or Desirable	Assessment
Experience and Knowledge <ul style="list-style-type: none"> Demonstration of previous work experience paid or voluntary Dealing with people Customer Service and Customer focused awareness To have an understanding of the role To have an awareness- understanding of confidentiality Basic computer skills e.g. able to use email Awareness of COSHH Previous experience of working in a hospital/care environment Previous experience in the cleaning industry 	E E E E E D D D D	A,I,R
Qualification(s) and Professional Training <ul style="list-style-type: none"> Good standard of general education GCSE English and Maths A-D grades or equivalent qualifications 	E D	A
Skills and Abilities <ul style="list-style-type: none"> Must be able to fulfil the physical requirements of the post to include: Manual handling, kneeling, bending, crouching, lifting, repetitive movements moving trolleys, beds etc Use a variety of equipment Good written and verbal communication Ability to understand the importance of confidentiality Maintain confidentiality of information Willingness to learn new skills and apply in workplace Accuracy and attention to detail 	E E E E E E E E	A,I
Personal Qualities <ul style="list-style-type: none"> Flexible attitude and ability to work as part of a team and on their own Motivated and enthusiastic Adaptable Self-motivated Punctual and reliable Understanding of the importance/relevance of good basic hygiene 	E E E E E E	I,R
Other <ul style="list-style-type: none"> Flexibility to work the hours required of the post which may include 	E	I

<ul style="list-style-type: none"> weekends and Bank Holidays • Ability to work under pressure and to deadlines • Able to pass Occupational Health Clearance • Demonstrates commitment to role • Understands the purpose and structure of the apprenticeship scheme • Must be able to attend apprenticeship training days (this could include, be able to travel to college/ training provider location) • Adheres to dress code <p>DBS Check</p>	<p>E E E E E E</p>	
<p>Trust Values</p> <div>  Effective open communication </div> <div>  Excellence and safety in all that we do </div> <div>  Challenge but support </div> <div>  Expect respect and dignity </div> <div>  Local healthcare that inspires confidence </div>	<p>All Essential</p>	<p>All Interview</p>

C – Pre-employment checks, O - Other