

**PERSON SPECIFICATION  
(& SHORTLISTING FORM)****Job Title: Consultant in Medical Microbiology/Joint Infectious Disease & Medical Microbiology****Name of Applicant:** \_\_\_\_\_**WEIGHTING**

Criteria in each section are ranked in order of importance 3 – 1, with 3 being the most important

**SHORTLISTING CRITERIA – using Application Form and accompanying information.**

Each candidate will be scored against the person specification as follows:

3 points = fully meets or exceeds the criteria

2 points = significantly meets criteria, although falls short on minor aspects

1 point = partially meets criteria, but falls short on key aspects

0 point = does not meet criteria

The Weight should be inputted when adding a vacancy into Trac under the short-listing tab. This will then allow you to score each candidate when completing your online short-listing.

CATEGORY	CRITERIA	Weight (must be Completed)	HOW ASSESSED (Must be completed)
<b>Values: -</b>  <b>Collaborate</b>	Communicates openly, honestly and professionally, and actively promotes team working and building strong working relationships	3	All values must be assessed at the interview/ assessment stage using various methods e.g., open questions and scenarios
 <b>Aspire</b>	Patients are always first. Drives service improvements. Strong self-awareness with a desire to grow.	3	
 <b>Respect</b>	Treats all with compassion and kindness. Ensures everyone feels valued.	3	
 <b>Enable</b>	Consults others and listens to their views/opinions. Enables others to take the initiative	3	

CATEGORY	CRITERIA	Weight (must be Completed)	HOW ASSESSED (must be completed)
<b>EDUCATION, QUALIFICATIONS &amp; TRAINING</b>  e.g., Education, professional qualifications	<b>Essential:</b> MBBS or equivalent.	3	Application/Interview
	Full and Specialist registration (and with a licence to practice) with the General Medical Council (GMC) or be eligible for registration within six months of interview.	3	Application/Interview
	If an applicant is UK trained, they must ALSO be a holder of a Certificate of Completion of Training (CCT) or be within six months of award of CCT by date of interview.	3	Application/Interview
	If an applicant is non-UK trained, they will be required to show evidence of equivalence to the UK CCT  FRCPPath (UK)/ SCE Infectious Diseases by examination or equivalent qualification.	3	Application/Interview
<b>EXPERIENCE</b>  e.g. Breadth of occupational experience	<b>Essential:</b> Evidence of thorough and broad training and experience in the relevant specialty – Medical Microbiology/Infectious disease.	3	Application/Interview
	Enthusiasm for ward-based clinical liaison  Able to take responsibility for delivering the service	2	

	<p>without direct supervision</p> <p>Knowledge of evidence-based practice in Medical Microbiology/Infectious disease. Knowledge and experience of infection prevention and control.</p> <p><b>Desirable:</b> Evidence of a special interest that complements those of the other consultants in the department.</p> <p>Experience in the rationalisation and control of antimicrobial prescribing.</p> <p>Interest and experience of IPC</p>		

CATEGORY	CRITERIA	Weight (a)	HOW ASSESSED
<b>CLINICAL AND TECHNICAL SKILLS</b>	Thorough knowledge of specialty and ability to work at consultant level without direct supervision.	3	Application/Interview
	Has participated in audit and can lead audit in the department.	3	Application/Interview
<b>LEADING &amp; MANAGING</b>	Ability to take appropriate initiative in relating to all aspects of consultant role	3	Application/Interview
	Ability to manage own workload, time and laboratory staff.	3	Application/Interview
	Commitment to speciality.	3	Application/Interview
	Ability to communicate information effectively to colleagues and patients.	3	Application/Interview
<b>COMMUNICATION &amp; INFLUENCING</b>	Ability to work as part of a multidisciplinary team.	3	Application/Interview
	Good knowledge of, and ability to use, spoken and written English.	3	Application/Interview
	Ability to present effectively to an audience, using a variety of methods, and to respond to questions and queries.	3	Application/Interview
<b>TEAM WORKING</b>	Teamwork	3	Application/Interview

<b>OTHER REQUIREMENTS</b>	Valid driving licence.	3	Application/Interview
	DBS check	3	Application/Interview