

## PERSON SPECIFICATION

**JOB TITLE:** Laundry Operative /Domestic / Care Assistant

**DEPARTMENT:** The Adelaide

**GRADE:** Scale 1C

**POST NO:** 45000306

**PREPARED BY:** Nicola Kent

**DATE:** May 2012

<b>E = ESSENTIAL</b>		<b>SOURCE OF EVIDENCE - APPLICATION = A</b>	
<b>D = DESIRABLE</b>		<b>TEST = T</b>	<b>INTERVIEW = I</b>
<b>E</b>	<b>1. EXPERIENCE, direct work experience, other relevant experience.</b> <span style="float: right;"><b>W =5</b></span>		
	A range of experience working with people, customers, public.		<b>I</b>
<b>E</b>	Experience of laundry work and domestic cleaning.		<b>I</b>
<b>D</b>	Experience of working with older people.		<b>I</b>
<b>D</b>	<b>2. KNOWLEDGE, without which the job cannot be done effectively.</b> <span style="float: right;"><b>W =4</b></span>		
	Some understanding of needs of elderly people/people with disabilities.		<b>I</b>
<b>E</b>	<b>3. SKILLS &amp; ABILITIES, Essential/Capable of doing, Desirable/Able to train.</b> <span style="float: right;"><b>W =5</b></span>		
	Able to organise/manage own workload, also willing to undergo training.		<b>I</b>
	<b>4. QUALIFICATIONS, TRAINING &amp; EDUCATION, also identify training to be given.</b> <span style="float: right;"><b>W=4</b></span>		
	None essential.		<b>I</b>
<b>E</b>	<b>5. PERSONALITY, SOCIAL SKILLS, Relationships, thinking style, disposition.</b> <span style="float: right;"><b>W =4</b></span>		
	Friendly, outgoing personality, ability to relate to new people.		<b>I</b>
<b>E</b>	Good communicator both verbally and in writing.		<b>I</b>
<b>E</b>	Able to work as part of a team.		<b>I</b>
<b>E</b>	<b>6. OTHER FACTORS, Physical, Mobility, Availability, Conditions, etc.</b> <span style="float: right;"><b>W =5</b></span>		
	Physically fit, able to lift, carry laundry, make beds etc. Flexible to meet working pattern for the needs of the service.		<b>I</b>
<b>CONTRA INDICATIONS, if any</b>			