

Pool & Homecroft GP Surgeries

PERSON SPECIFICATION

Post: Health Care Assistant

All requirements listed in this specification must be (a) essential to the post and (b) assessable within the selection process.

Attributes	Requirements		Method of Assessment
	Essential	Desirable	
Qualifications	Good standard of education	NVQ2/3 in Health Care	Application form or CV
Experience	At least two years in a clinical setting Experience of dealing with the public/ patients.	Experience of working in General Practice	Application form or CV & Interview
Practical and intellectual skills (including any special knowledge)	Good keyboard skills Readcoding experience and commitment Methodical and accurate working practices	Clinical Skills:- Venepuncture, wound management/tissue viability, ECGs, Spirometry, Flu vaccinations Experience of EMIS clinical system	Application form or CV & Interview
Disposition/ Adjustment / Attitude	Ability to work as part of an integrated multi-skilled team Flexible in terms of role and availability Ability to work under pressure		Application form or CV & interview
Training	Enthusiasm and drive to undertake further professional development		Interview