

PERSON SPECIFICATION

POST: Maintenance Assistant- Higher level (Semi skilled)

	ESSENTIAL	DESIRABLE	ASSESSED BY
General Health	Capable of working in maintenance and on construction sites, heavy lifting, climbing scaffolds, ladders, working in confined spaces etc.		Personal Development Plan, Application Information, References, Interview
ATTAINMENTS	ESSENTIAL	DESIRABLE	ASSESSED BY
Education	Sound academic demonstrative qualifications.		Annual review , Personal Development Plan, Application Information, Qualification Certificates, References, Interview
	NVQ level 2 or other equivalent recognised foundation qualification in maintenance		
	Ability to carry out basic routine maintenance work following short induction training		
	Be willing and able to participate in an ongoing training development programme within NHS Maintenance services		
Experience	Proven ability to understand and comply with detailed procedures		Annual review , Personal Development Plan, Application Information, References, Interview
	Demonstrate a minimum of six months previous experience in a maintenance support role within an Engineering or Building field.		Annual review , Personal Development Plan, Application Information, Qualification Certificates, References, Interview

PRIVATE	ESSENTIAL	DESIRABLE	ASSESSED BY
Work Skills	Be able to demonstrate an ability to manage priorities under pressure	Hold a current UK driving licence and other, relevant specialised driving vehicle license (fork lift truck, etc	Annual review , Personal Development Plan, Application Information, Qualification Certificates, References, Interview
PERSONAL SKILLS			
Communication	Clear and accurate written and verbal communication skills. Able to listen effectively	A pleasant manner and an ability to relate to people at all levels within and beyond the Trust.	Annual review , Personal Development Plan, Application Information, References, Interview
Flexibility	Demonstrate ability to cover in the department and provide reasonable flexibility in terms of hours worked		Annual review , Personal Development Plan, Application Information, References, Interview
	Proven ability to adapt to change		
	Proven ability to work in a team, be supportive of team members		
Learning ability	Proven ability to adapt to new ideas, knowledge and skills.		Annual review , Personal Development Plan, Application Information, References, Interview
	Develop the ability to use own initiative and work under supervision.		
Other skills	Proven ability to keep information confidential	Demonstrable team leading qualities	Annual review , Personal Development Plan, Application Information, References, Interview
		Actively seeks to develop their own knowledge, skills and ability	
		Have external interests outside of the scope of the job	Application Information, References, Interview