## PERSON SPECIFICATION

**Post Title:** Trainee Social Care Worker Grade  
**Post No:** Generic

### ESSENTIAL

| Personal Features/Qualities | Positive attitude to service user group.  
| Non-judgemental attitude.  
| Physically fit.  
| Reliable and honest.  
| Car owner/driver ^ | Car owner/driver ^ |

### Relevant Experience

- Experience of working without direct supervision.  
- Experience of providing care in any setting.  
- Experience of working as part of a team.  
- Experience of supporting people through loss or bereavement.  
- Experience of dealing with conflict situations

### Education

- Standard general grade English or equivalent (SCQF 4) or evidence of ability to write clearly and concisely.  
- Evidence of ability to complete appropriate SVQ (SCQF 5 or 6) and HNC (SCQF 7) or equivalent relevant qualification to work with service user group*

### Skills, Abilities and Knowledge

- Good interpersonal and communication skills.  
- Ability to maintain confidentiality.  
- Ability to maintain up to date / accurate records.  
- Good organisational skills.  
- Driving Licence ^  
- Driving Licence ^  
- ICT skills

^ see section below on car ownership and driving licence requirements as they differ between workbases.

* see section below on qualifications required as they differ between workbases.