

PERSON SPECIFICATION

This is a specification of the qualifications, experience, skills, knowledge and abilities that are required to effectively carry out the responsibilities of the post, as outlined in the job description and forms the basis for selecting a candidate.

| REQUIREMENTS | | Please tick as appropriate | | How Tested |
|---------------------------------|---|----------------------------|-----------|------------|
| | | Essential | Desirable | |
| Education/Qualifications | | | | |
| 1. | Degree or Diploma in Orthoptics | ✓ | | A/I |
| 2. | State registration with the HCPC | ✓ | | A/I |
| 3. | Clinical teaching qualification | | ✓ | A/I |
| 4. | Member of the British and Irish Orthoptic Society | | ✓ | A/I |
| Experience | | | | |
| 1. | To have a minimum 1 years post graduate Orthoptic experience | ✓ | | A/I |
| 2. | Clinical teaching experience | | ✓ | A/I |
| 3. | Previous experience of working with stroke patients | | ✓ | A/I |
| 4. | Experience of using Humphrey visual fields | | ✓ | A/I |
| 5. | Experience of working in single handed clinics | ✓ | | A/I |
| 6. | Experience of prioritising/analysing referral letters | | ✓ | A/I |
| 8. | Experience of working in specialist ocular motility clinics, botulinum toxin procedures, paediatric clinics and neuro clinics | ✓ | | A/I |
| 9. | Experience in research and audit | | ✓ | A/I |

| Skills /Abilities | | | | |
|-------------------|---|---|---|-----|
| 1. | Excellent time keeping skills and ability to prioritise workload | ✓ | | A/I |
| 2. | Excellent communication skills verbally and written | ✓ | | A/I |
| 3. | Enthusiastic, friendly and flexible working practices | ✓ | | A/I |
| 5. | To have good IT skills | ✓ | | A/I |
| 7. | Work efficiently under pressure for long periods in a busy environment with interruptions | ✓ | | A/I |
| 8. | Active involvement in teaching and audits | ✓ | | A/I |
| 9. | Available to work on or off site as requested by the trust during designated clinic times | ✓ | | A/I |
| 10. | Ability to work as a team and show initiative | ✓ | | A/I |
| 11. | Full driving licence and access to a car to reach off site clinics | | ✓ | A/I |

A = Application Form | I = Interview

Approved by: _____ Manager _____ date

Agreed with: _____ Employee _____ date