

## SOUTH CENTRAL AMBULANCE SERVICE NHS FOUNDATION TRUST

### Person Specification – AMBULANCE CARE ASSISTANT – BAND 2 (no C1)

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| Qualifications and Training | <p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>• <b>Full manual UK Driving Licence with no more than 3 points for speeding (any offence relating to drink/drugs on the licence will be rejected) <sup>1</sup>.</b></li> <li>• <b>NHS Care Certificate (if not held, will be included as part of training to be attained within 12 weeks commencement of employment)</b></li> </ul> <p><b><u>Desirable</u></b></p> <ul style="list-style-type: none"> <li>• 3 GCSE's at grade C or above (or equivalent) to include Maths and English</li> </ul> | <p>A/T</p> <p>A/I</p> <p>A</p> |
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<sup>1</sup> The Trust will accept up to and including 3 live penalty points to an external applicant's licence where the role applied for involves a significant amount of driving. The Trust will accept up to and including 6 live penalty points to an internal applicant's licence where the role applied for includes a significant amount of driving. Applicants who have a Drink or Drug related disqualification visible on their licence (DR) would not be eligible to continue with their application unless 5 years has elapsed since the conviction date. After this 5 year period the offence will remain visible on the licence for a further 6 years, however, the application can be considered for processing but details of the offence will need to be provided in order for the Driving Standards Department to liaise with motor insurers to request inclusion to the Trust's policy. The latest amendment to the Road Traffic Regulation Act 1984 s. 89(1), Magistrates now have the power to issue a SHORT DISCRETIONARY DISQUALIFICATION (SDD) (driving licence ban) for events of speeding that are considered to have been above the pre-set guidelines for sentencing within the Magistrates guidelines (see attached 1). In regards to the recruitment process, any applicants that have received a short ban of this type will NOT be eligible to have their application progressed until the ban is completely free from their licence (3 years after the conviction). Failure to disclose any changes to your licence in relation to endorsements or disqualifications to the recruitment team as soon as possible may result in your offer being withdrawn. If you receive further points before or after this offer that takes you over the 3 live penalty points allowed, or a Ban as stated above, your offer will be withdrawn on the basis that you no longer meet the Driving licence standards for the role.

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| Knowledge and Experience | <p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>• <b>Previous experience of working in a customer care role.</b></li> <li>• <b>Previous experience of using online systems and email.</b></li> <li>• <b>Highway Code</b></li> <li>• <b>Awareness of equality and diversity in the working environment and surrounding community</b></li> </ul> <p><b><u>Desirable</u></b></p> <ul style="list-style-type: none"> <li>• Previous experience of working with patients or clients in a care setting.</li> <li>• Previous shift working experience.</li> <li>• Previous NHS experience.</li> <li>• Geographical knowledge of the operational area covered by patient transport for the area of application</li> </ul> | <p>A/I<br/>A/I<br/>T<br/>A/I</p> <p>A/I<br/>A/I<br/>A/I<br/>A/I</p> |
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| Skills and Aptitudes  | <p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>• <b>Excellent driving skills</b></li> <li>• <b>Ability to communicate effectively: aurally, orally and in writing</b></li> <li>• <b>Ability to take responsibility for self and others</b></li> <li>• <b>Ability to remain calm while working under pressure</b></li> <li>• <b>Ability to work both within a team and alone</b></li> <li>• <b>Ability to use communication and computerised systems e.g. Mobile data devices and Phones</b></li> <li>• <b>Ability to deal with patients in a caring and compassionate manner</b></li> <li>• <b>Demonstrates the ability to deliver a professional service</b></li> </ul> <p><b><u>Desirable</u></b></p> <ul style="list-style-type: none"> <li>• Ability to use Satnav and / or map reading skills</li> <li>• Ability to make decisions</li> <li>• Ability to manage and respond to changing workloads</li> <li>• Ability to manage own time</li> <li>• Committed to values and principles of public service, and health and social care</li> <li>• Demonstrates self-awareness, including impact on others</li> <li>• Demonstrate a proactive approach to challenges</li> </ul> | <p>T</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> |
| Physical Requirements | <p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>• <b>Physically fit to undertake all aspects of a patient-facing role including the ability to use all aspects of patient moving equipment.</b></li> <li>• <b>Manual handling i.e. lifting, lowering, pushing and pulling patients who are not able to assist themselves.</b></li> <li>• <b>To lift and carry the shared weight of (a minimum) of 12st (76.2kg) between 2 people.</b></li> </ul> <p><b><u>Desirable</u></b></p> <ul style="list-style-type: none"> <li>• Previous manual handling experience in a professional capacity</li> </ul>  | <p>T</p> <p>A/I</p>  |

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| Special Requirements | <p><b><u>Essential</u></b></p> <ul style="list-style-type: none"> <li>• DBS check required (enhanced)</li> <li>• Ability to deal with patients and members of the public with dignity and respect</li> <li>• Flexible approach to work and shift work</li> </ul> <p><b><u>Desirable</u></b></p> <ul style="list-style-type: none"> <li>• Previous patient facing experience in a professional caring capacity</li> </ul> | <p>A/I</p> <p>A/I</p> <p>A/I</p> |
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ASSESSMENT METHOD:      **A** = APPLICATION FORM      **P** = PRESENTATION      **I** = INTERVIEW      **T** = TEST

**All candidates will be subject to OH clearance and also DBS and professional registration checks where applicable and any other requirements for employment in the NHS in line with national guidance.**

**\*All successful candidates will need to satisfy the DVLA group 2 medical standard owing to the patient carrying criteria of their role within SCAS. This medical standard is in line with the DVLA stipulations around obtaining the C1 driving licence entitlement – this standard is applied to all patient facing driving roles across the Trust, regardless of role or vehicle driven.**