



South Tyneside Council

CHILDREN, ADULTS AND HEALTH

PERSON SPECIFICATION

POST TITLE: Maintenance Operative

GRADE: Band 4

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Educational Attainment	<ul style="list-style-type: none"> Literacy & Numeracy skills 	<ul style="list-style-type: none"> Manual Handling Certificate 	<ul style="list-style-type: none"> Application form Certificates
Work Experience	<ul style="list-style-type: none"> Experience of recycling Electrical equipment Experience of working within an equipment cleaning environment Experience of working with staff from various agencies 	<ul style="list-style-type: none"> Knowledge of Community Equipment Service 	<ul style="list-style-type: none"> Application form Interview
Knowledge/ Skills/ Aptitudes	<ul style="list-style-type: none"> Knowledge of equal rights policies and practices Knowledge and understanding of relevant Health & Safety Issues Able to provide a flexible and responsive service Able to communicate effectively with Service Users and staff at all times Good organisational skills 	<ul style="list-style-type: none"> Knowledge of Infections control procedures 	<ul style="list-style-type: none"> Interview Additional form of assessment - Task References
Practical & Intellectual Skills	<ul style="list-style-type: none"> Good organisational skills, in respect of work planning and record keeping Able to carry out all duties with regard to an employee's responsibility under the Council's Health and Safety Policies and Code of Conduct Willing to participate in training and development activities to ensure up to date knowledge, skills and continuous professional development 		<ul style="list-style-type: none"> Interview References
Disposition	Able to:- <ul style="list-style-type: none"> Show flexibility to work alone and on own initiative 	<ul style="list-style-type: none"> Able to prioritise workloads Able to work under pressure 	<ul style="list-style-type: none"> Interview References

	<ul style="list-style-type: none"> • Able to work under pressure to meet deadlines • Able to tolerate frequent interruptions • Work as a member of a team • Able to work as part of a rota to include weekend working • Communicate professionally with other organisations and Council staff both verbally and in writing • Physically able to lift and carry heavy or awkward items using appropriate manual handling techniques • Committed to the principles of equality and diversity 		
Circumstances	<ul style="list-style-type: none"> • Ability to work outside of normal hours • Enhanced clearance from the Disclosure and Barring Service 		<ul style="list-style-type: none"> • Application form • Interview • DBS check