

PERSON SPECIFICATION

POST: MINI BUS DRIVER

Please ensure that you show **how** you meet the following requirements when completing your application form.

	ESSENTIAL REQUIREMENTS	METHOD OF ASSESSMENT
	SKILLS/KNOWLEDGE/QUALIFICATIONS (if any)	
1.	Full UK driving licence with D1 classification. <i>Min age 21</i>	Interview
2.	Excellent driving skills and knowledge of traffic regulations including a successful driving assessment and licence check	Interview and assessment at offer stage
3.	Ability to meet insurance criteria in line with driving mini buses.	Interview
4.	Ability to demonstrate working within a team environment as well as working on own initiative	App Form/Interview
5.	Able to communicate with people at all levels.	App Form/Interview
6.	Ability to demonstrate an awareness of data protection legislation and confidentiality in relation to staff and clients	App Form/Interview
7.	Knowledge of safeguarding guidelines & Health & Safety in relation to working practices	App Form/Interview
8.	Ability to communicate and support clients in the group	App Form/Interview
9.	Ability to demonstrate an awareness of the issues facing older people and the ethos of Age UK Leicester Shire & Rutland	App Form/Interview
10.	Knowledge of working within a multi-cultural environment and an ability to implement policy in relation to fellow workers and service users with regard to equality and diversity issues.	App Form/Interview
11.	Ability to assist service users to transfer between sitting/standing within safe moving and handling guidelines.	App Form/Interview
12.	An awareness and understanding of working with clients with disabilities and learning difficulties	App Form/Interview
	OTHER CRITERIA	
14.	Good organisational skills	App Form/Interview
15.	Knowledge and good use of smart phone and email	App Form/Interview
16.	Good Numeracy and Literacy	App Form/Interview
17.	Patience and empathy	App Form/Interview
18.	A reasonable level of fitness	App Form/Interview