



## PERSON SPECIFICATION

**JOB TITLE:** Driver

**LOCATION:** Various across Blackburn with Darwen

You should address **each point** on the person specification explaining what qualities, skills or experience you have in order to demonstrate **how** you meet the requirements listed. **This is important as criteria from this will be used at the shortlisting stage.**

No.	Criteria	Essential (E) or Desirable (D)	Assessment method Application Form (AF) Interview (I) Presentation (P) Test (T)
<b>SKILLS</b>			
1.	Entitlement to drive a minibus (this is either a car licence obtained prior to January 1997 or a D1 entitlement if the driving test was taken after January 1997)	E	AF/I
2.	Excellent communication and interpersonal skills (written and oral)	E	AF/I
3.	Be able to work flexibly, including evenings & weekends to meet the needs of older people and the service	E	AF/I
4.	Ability to work independently using own initiative	E	AF/I
5.	Ability to work effectively under pressure and respond to changing needs	E	AF/I/T
6.	Ability to work as part of a team	E	AF/I
7.	Ability to interpret information and carry out instructions accordingly	E	AF/I
8.	Willingness to undergo training appropriate to the post	E	AF/I
9.	Good level of IT skills including email	E	AF/I

No.	Criteria	Essential (E) or Desirable (D)	Assessment method Application Form (AF) Interview (I) Presentation (P) Test (T)
<b>EXPERIENCE</b>			
9.	A current clean driving licence and at least 2 years driving experience	E	AF/I
10.	Experience of driving accessible minibuses	D	AF/I
15.	Experience of working with volunteers	D	AF/I
<b>KNOWLEDGE</b>			
17.	Hold MiDAS Qualification for accessible minibuses	D	AF/I
18.	Good knowledge of the Blackburn with Darwen area	D	AF/I
19.	Knowledge and understanding of the problems and issues faced by older people and their carers	E	AF/I
20.	Knowledge of mental health issues	D	AF/I
21.	Awareness of legislation in order to protect people including Safeguarding and Health & Safety	D	AF/I