

## PERSON SPECIFICATION

**JOB TITLE:** Cliff Lift Attendant

**DEPARTMENT:** Economy and Environment

**GRADE:** SO2B

**POST NO:**

**PREPARED BY:** Claire Alchin

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| <b>E = ESSENTIAL</b><br><b>D = DESIRABLE</b> |   | <b>SOURCE OF EVIDENCE - APPLICATION = A</b><br><b>TEST = T</b><br><b>INTERVIEW = I</b> |            |
|--|---|--|------------|
|  | <b>1. EXPERIENCE, direct work experience, other relevant experience.</b>                | <b>W =4</b>  |            |
| <b>E</b>                                     | Up to one years experience of working with the public                                   |  | <b>A/I</b> |
| <b>E</b>                                     | Ability to handle cash and undertake case reconciliation                                |  | <b>A/I</b> |
|  |   |  |            |
|  | <b>2. KNOWLEDGE, without which the job cannot be done effectively.</b>                  | <b>W =4</b>  |            |
| <b>D</b>                                     | Knowledge of IOW Tourist areas  |  | <b>I</b>   |
| <b>D</b>                                     | Knowledge of Health and Safety procedures   |  | <b>A</b>   |
|  |   |  |            |
|  | <b>3. SKILLS &amp; ABILITIES, Essential/Capable of doing, Desirable/Able to train.</b>  | <b>W =4</b>  |            |
| <b>E</b>                                     | Communicating with the general public   |  | <b>A/I</b> |
| <b>E</b>                                     | Communicating with children and young people  |  | <b>A/I</b> |
| <b>E</b>                                     | Able to respond effectively to instruction but also the ability to work independently   |  | <b>A</b>   |
|  |   |  |            |
|  | <b>4. QUALIFICATIONS, TRAINING &amp; EDUCATION, also identify training to be given.</b> | <b>W =4</b>  |            |
| <b>D</b>                                     | General standard of education   |  | <b>A</b>   |
| <b>E</b>                                     | Reasonable level of numeracy and literacy   |  | <b>A</b>   |
|  |   |  |            |
|  | <b>5. PERSONALITY, SOCIAL SKILLS, Relationships, thinking style, disposition.</b>       | <b>W =5</b>  |            |
| <b>E</b>                                     | Pleasant outgoing personality, Smart appearance   |  | <b>I</b>   |
| <b>E</b>                                     | Mature approach to working environment  |  | <b>I</b>   |
| <b>E</b>                                     | Smart appearance  |  | <b>A</b>   |
| <b>E</b>                                     | Courteous and customer focussed   |  | <b>I</b>   |
|  |   |  |            |
|  | <b>6. OTHER FACTORS, Physical, Mobility, Availability, Conditions, etc.</b>             | <b>W =5</b>  |            |
| <b>E</b>                                     | Flexibility for a seven day site including evenings and bank holidays                   |  | <b>A/I</b> |
| <b>D</b>                                     | Reasonable level of physical fitness  |  | <b>I</b>   |
| <b>E</b>                                     | Minimum age of 18 years   |  | <b>A</b>   |
| <b>D</b>                                     | Have access to telecommunication equipment  |  | <b>A/I</b> |
| <b>D</b>                                     | Adequate and reliable form of transport available                                       |  | <b>A/I</b> |
|  | <b>CONTRA INDICATIONS, if any</b>   | <b>W =</b>   |            |