

JOB POSITION:		SENIOR DOMICILIARY CARE WORKER		
ELEMENT		QUALITY INDICATORS		
Ref:	ITEM	ESSENTIAL	DESIRABLE	CONTRA-INDICATORS
A	Educational Standards	Good command of written & spoken English		
B	Professional Qualifications	Health & Social Care Diploma at Level 2	Health & Social Care Diploma at Level 3	
C	In-Service Training Certificates	<ol style="list-style-type: none"> <li>1. Infection Control</li> <li>2. Health &amp; Safety</li> <li>3. First Aid</li> <li>4. Manual Handling</li> </ol>	<ol style="list-style-type: none"> <li>1. Food Hygiene</li> <li>2. Control of Records &amp; IT</li> <li>3. Fire Safety</li> <li>4. Symptoms of Abuse</li> </ol>	
D	Relevant Job Experience	Minimum 2 years post-qualification practice in Care	Practical experienced in junior management capacity	Poor attendance record in previous employment
E	Specialist Knowledge		<ol style="list-style-type: none"> <li>1. Appropriate to client group</li> <li>2. Medication administration</li> </ol>	
F	Specialist Skills & Aptitudes	Communication / interpersonal skills	<ol style="list-style-type: none"> <li>1. Care Plan writing</li> <li>2. Accident reporting</li> </ol>	
G	Organisational Abilities	<ol style="list-style-type: none"> <li>1. Ability to plan and organise own workload</li> <li>2. Ability to delegate and plan shift rotas</li> </ol>		
H	Physical Condition	Low sickness record in previous employment	Stamina	Poor medical record which could compromise job requirements
I	Attitude & Disposition	<ol style="list-style-type: none"> <li>1. Team Leader qualities</li> <li>2. Willingness to accept instructions</li> </ol>	<ol style="list-style-type: none"> <li>1. Cheerful disposition</li> <li>2. Tolerant / patient / sensitive / discreet</li> </ol>	
J	OTHER	<ol style="list-style-type: none"> <li>1. "Clean" driving licence</li> <li>2. Appropriate insurance for vehicle business purposes</li> <li>3. Mobile telephone</li> </ol>	<ol style="list-style-type: none"> <li>1. Car in good condition (reliable)</li> </ol>	Previous convictions for motoring offences such as drink-driving / dangerous driving
Comments:				