# **PERSON SPECIFICATION: Passenger Assistant - Casual POST REFERENCE: 105909**

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training** * **Specific qualifications (or equivalents)** |  | Educated to NVQ level 2 or equivalent (F,)  Health & Safety Certificate (F)  First Aid Certificate (F)  Child Protection Training (F)  Passenger Assistant Training Scheme (PATS) (F) |
| * **Work or other relevant experience** |  | Experience of working with children (F, I)  Experience of working with vulnerable adults (F, I)  Experience of working with people with special needs including physical, learning and behavioural difficulties. **(F, I)**  Experience of dealing with difficult situations, such as behaviour issues, people with complex medical needs **(I)** |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | |
| * **Skills, abilities, knowledge and competencies** | Able to interpret procedures and adhere to them. (I, F)  Can demonstrate an awareness of the main issues arising out of Health & Safety. (I)  Effective communication skills including colleagues, parents/carers and schools (Verbal) (I)  Good physical health (I) (medical form) | tieodeo | |
| * + **General competencies** | Able to demonstrate that you are sympathetic and understanding to the needs of the individual passengers **(I)** |  | |
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**On-going Training Requirements**

The post holder will be required to undertake the following mandatory/essential training at the frequency indicated.

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| **Mandatory/Essential Training** | **Frequency** |
| Passenger Assistant Training – PATS  Manual Handling – People  Passenger Lift Training  Emergency Aid  Safeguarding  Information Governance  Health and Safety | Every four years  Every three years  Every three years  Every three years  Every three years  Annually  Every three years (or when required) |

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.