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| A – Application Form, I – Interview, T – Test, P – Presentation, R – References, C – Pre-employment checks, O – Other | | |
| **Criteria** | Essential (E) or Desirable (D) | Method of Assessment |
| **Experience and Knowledge** |  |  |
| Previous experience of working with members of the public | E | A/I |
| One year’s formal maternity care experience in a hospital/birth centre | D | A/I |
| Experience of using hospital patient record system | D | A/I |
| Experience of working in an acute hospital setting | D | A/I |
| Experience of providing high quality care | D | A/I |
| Understanding of Safeguarding issues | E | A/I |
| Awareness of Health and Safety issues | E | A/I |
| Knowledge and understanding of data protection confidentially | E | A/I |
| Evidence of continuing professional development | D | A/I |
|  |  |  |
| **Qualification and Professional Training** |  |  |
| GCSE Maths Grades A-C, Levels 4-9, Functional Skills Level 2 or equivalent | E | A/l |
| GCSE English Grades A-C, Levels 4-9, Functional Skills Level 2 or equivalent | E | A/l |
| NVQ Level 3 in Health care or equivalent experience | E | A/l |
| Commit to undertake in-house training | E | A/l |
| Foundation Degree Maternity Pathway | D | A/l |
| Care certificate | E | A/l |
|  |  |  |
| **Skills and Abilites** | E | A/l |
| Approachable manner with good interpersonal skills | E | A/l |
| Effective written and verbal communication skills | E | A/l |
| Ability to prioritise workload | E | A/l |
| Ability to work without direct supervision | E | A/l |
| Understanding of the role and own professional boundaries | E | A/l |
| Able to identify when to escalate issues/concerns | E | A/l |
| Ability to work as part of team and to liaise with colleagues in other disciplines | E | A/l |
| Demonstrate attention to detail | E | A/l |
| IT / computer skills | E | A/l |
|  |  |  |
| **Personal Qualities** |  |  |
| Ability to travel | D | A/l |
| Adaptable and flexible approach to work | E | A/I |
| Positive attitude to training and development | E | A/I |
| Ability to work 24-hour shift pattern, including weekends and bank holidays | E | A/I |