



# Person Specification

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St. Helens Council

**Job Title: Handy person**

**Ref No: SHN58B**

<b>Knowledge</b>	<b>E = Essential D = Desirable</b>	<b>Identified By</b>
Awareness of Health & Safety issues and risk assessment issues – COSHH, RIDDOR, etc.	E	Application/Interview
Sound knowledge of general building construction	E	Application/Interview
Understanding of Equal Opportunities issues	E	Application/Interview
<b>Skills and Abilities</b>	<b>E = Essential D = Desirable</b>	<b>Identified By</b>
Practical skills and ability to carry out a wide range of small repairs and adaptations to a high standard	E	Application/Interview/PracticalAssessment
Good listening and verbal communication skills	E	Application/Interview
Written communication skills and the ability to carry basic record keeping tasks	E	Application/Interview
Ability to use initiative, work with limited supervision and accept responsibility for own work	E	Application/Interview
Ability to work as small team	E	Application/Interview
<b>Experience</b>	<b>E = Essential D = Desirable</b>	<b>Identified By</b>
Experience of Working in a building trade	E	Application/Interview
Experience of working within a		



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domestic environment in occupied premises	E	Application/Interview
Experience of working with members of the public both face to face and on the telephone	E	Application/Interview
Experience of working with older people and/or people with disabilities	D	Application/Interview
<b>Qualifications</b>	<b>E = Essential D = Desirable</b>	<b>Identified By</b>
Full clean Driving Licence	E	Certificate
<b>Other Circumstances</b>	<b>E = Essential D = Desirable</b>	<b>Identified By</b>
An ability to fulfil all spoken aspects of the role with confidence through the medium of English	E	Application/Interview
Reliable and Trustworthy	E	Application/Interview
Conscientious	E	Application/Interview
Flexible approach to work	E	Application/Interview
A commitment to working to high standards and providing a quality service	E	Application/Interview
A genuine commitment to working with older people and to meeting their needs	E	Application/Interview

“If an applicant cannot drive as they are precluded by disability, applicants are still welcome. Applicants are asked to provide a statement as to how they will be in a position to alternatively meet the requirements to enable the duties to be carried out effectively and efficiency with reasonable adjustments”



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