EMPLOYEE SPECIFICATION:

Council Core Competencies

These Council Core Competencies apply to all positions: Being Customer/Client Focused Working Effectively with Others Managing Change Taking Ownership and Responsibility Communicating Effectively Planning and Decision Making
These Council Core Competencies apply to positions with responsibility for managing people or resources: Leading Others Managing Performance and Developing others Political Sensitivity

Community Care Assistant	**Essential**	**Desirable**
Experience	Experience of working in a multi-disciplinary Team	Experience of working in a social care setting Experience of working in a community team Experience of working with older people Experience of Manual Handling Techniques
Knowledge, Skills and Understanding	Good communication skills Ability to prioritise workload, work under pressure and meet deadlines Ability to work collaboratively with other professionals Computer/IT literate	Knowledge of systems used within Health and Social Care, City of Edinburgh Council
Qualifications and Training	Hold an HNC or SVQ Level 3 in Social Care, Health Support Work, or Occupational Therapy Support, or demonstrate equivalent experience with a	

	commitment to undertaking an SVQ/HNC. Demonstrate experience across a range of social care and/or health settings	
Job Specific requirements	Recognises and works within professional boundaries Ability to gather and/or analyse complex information in a crisis situation and to make an assessment/ recommendation An ability to keep and maintain accurate electronic records of work. A willingness to learn and a commitment to continuous professional development	
Applicants should always check the Job Vacancy Summary for any specific Employee Specification Requirements for the advertised vacancy		