

Person Specification

Category	Indicator	Assessed At
Qualifications and Education	<ul style="list-style-type: none"> ▪ Good general standards of education. Minimum of 5 GCSE, including Maths & English grade C and above or equivalent. (E) ▪ Willingness to undertake any training deemed necessary for the post. (E) 	Application/Interview
Previous Experience	<ul style="list-style-type: none"> ▪ Experience of working in a health or social care environment (E) ▪ Experience of working with distressed people (D) ▪ Experience of counselling – Samaritans etc, courses, qualification (D) 	Application/Interview
Skills/Knowledge/Ability	<ul style="list-style-type: none"> ▪ Basic understanding of human genetics, inheritance patterns and genetic illness (E) ▪ Good knowledge of computers, including MS Office, Excel and Outlook (E) ▪ Ability to enter data correctly and accurately and maintain computer and paper records systems (E) 	Application/Interview
Personal Attributes	<ul style="list-style-type: none"> ▪ Able to demonstrate excellent communication skill both written and oral (E) ▪ Excellent telephone manner (E) ▪ Good interpersonal skills (E) ▪ Adaptable and flexible with a willingness to adapt to change (E) ▪ Initiative and ability to prioritise own workload (E) ▪ Ability to work within a multidisciplinary team (E) 	Application/Interview