



Person Specification

Post: Relief Driver

Date updated: 20/02/2018

FACTORS	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
A. QUALIFICATIONS AND EXPERIENCE	<ul style="list-style-type: none"> · Leaving Cert or equivalent. · Experience working with people with disabilities. · D1 Driving License with driving experience. · Holder of CPC Driver Card. 	<ul style="list-style-type: none"> · Experience working with adults in social/leisure setting. · Experience of working in community/non-centred based setting. · Experience in clamping wheelchairs.
B. ORGANISATIONAL AND PROFESSIONAL KNOWLEDGE	<ul style="list-style-type: none"> · Broad knowledge of Enable Ireland and an understanding of the core values of the organisation. · Understands of the importance of ensuring passenger safety. · Demonstrates understanding of the importance of vehicle safety and visual checks/maintenance. · Promotes health, welfare and social wellbeing of service users in the service. 	<ul style="list-style-type: none"> · Demonstrate an awareness of services for people with disabilities in community based setting.
CORE COMPETENCIES C. Planning & organisational skills D. Integrity & Decision Making	<p>The Post holder will demonstrate an ability to</p> <ul style="list-style-type: none"> · Ability to plan and coordinate transport runs in an efficient manner. · Demonstrate an awareness of resource management. · Demonstrates awareness of the importance of record keeping. · Understands the importance of confidentiality. · Demonstrates ability to use initiative. · Understands relevant legislation and professional standards to ensure compliance with best 	

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<p>E. Building and Maintaining working relationships</p>	<p>practice, e.g. rules of the road.</p> <ul style="list-style-type: none"> · Ability to work collaboratively with others. · Understands the importance of maintaining professional boundaries. · Ability to communicate at all levels within the service. · Demonstrates active listening. · Demonstrates effective written and verbal communication skills. 	
<p>F. Team Working</p>	<ul style="list-style-type: none"> · Demonstrates an understanding of team working. · Demonstrates conflict management skills. 	
<p>G. SPECIAL APTITUDES & CIRCUMSTANCES</p>	<ul style="list-style-type: none"> · Flexible, adaptable and open to change. · Demonstrate a proactive approach to overall performance. · Demonstrate problem solving skills. · Willingness to embrace service development and change. 	