

PERSON SPECIFICATION

Details of Person Specification

Job Title:	Trainer – First Aid	Grade:	
Division/Section:	Healthcare, Social Care & First Aid	Date:	September 2025
Prepared by:	Rosemary McCormack		
Designation:	Head of Curriculum		
Reviewed by:	Carrie Lynch		
Designation:	HR Manager		

This form describes the essential and desirable criteria a person needs to perform the job.

Candidates who meet essential criteria should be preferred to those who do not. Exceptions to this guideline need to be justifiable and should be recorded.

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1. KNOWLEDGE AND SKILLS

No.	Description	Method of Assessment
	Essential	
	Excellent communication skills	Interview
	Excellent IT Skills	Application Form/Interview
	Desirable	
	Good numeracy skills	Application Form/Interview

2. EXPERIENCE AND EDUCATION

No.	Description	Method of Assessment
	Essential First Aid Trainer Qualification Training Experience	 Application Form Application Form/Interview
	Desirable Assessor / Trainer Qualification	 Application Form

3. ACCURACY AND INITIATIVE

No.	Description	Method of Assessment
	Essential Accuracy required in all work related to training and record keeping	 Interview
	Desirable	

4. PEOPLE

No.	Description	Method of Assessment
	Good interpersonal skills	Interview
	Commitment to Equal Opportunities	Interview
	Desirable	

5. OTHER REQUIREMENTS

No.	Description	Method of Assessment
	Essential Flexibility with regard to hours/place of work Driving Licence	Interview Application Form
	Desirable	

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