

PERSON SPECIFICATION

Job Title: Animal Care Assistant

	ESSENTIAL	DESIRABLE
PERSONALITY AND DISPOSITION	<p>Practical compassion for animals and their owners Persuasive, enthusiastic, positive outlook Must be reliable, honest, excellent time keeping Team player, able to work alone and on own initiative Willingness and ability to embrace change Able to plan / organise / prioritise own work Helpful and considerate, supportive to others Calm and patient under pressure Excellent Interpersonal skills, tactful and discrete Resilience, Dealing with all types of customer, and challenging situations.</p>	
EDUCATION AND TRAINING	<p>Good standard of literacy and numeracy. IT literate, eg Windows.</p>	<p>Ability to follow policies and procedures. Health and Safety awareness.</p>
SPECIAL SKILLS / KNOWLEDGE	<p>Sound administrative and organisational skills Good eye for detail, particularly in administering medication.</p>	<p>Knowledge of RSPCA policies and procedures Basic animal health care, behaviour and training knowledge. Clean driving licence willingness to drive company vehicle. Administering of drugs and first aid to animals</p>
PHYSICAL	<p>Able to move around the site and be able to undertake cleaning and management duties Neat and tidy in appearance</p>	<p>No known allergies to animals.</p>
SPECIAL CIRCUMSTANCES	<p>Weekend, Evening and Bank Holiday working as required Willingness to take part in night rota Sympathy for animal welfare and the RSPCA in particular</p>	<p>Prepared to do extra hours if required</p>