



School Medical Officer

Person Specification: School Medical Officer

	Essential	Desirable	How to be tested
Qualification criteria:			
1. 5 good GSCEs including English & Maths at Grade C or above (or equivalent).	✓	✓	Application form
2. Educated to A level or equivalent			
3. Good IT skills including Microsoft Office software and management information systems	✓	✓	
4. First Aid Training		✓	
5. Other health related qualifications		✓	
6. Eligible to work in the UK.		✓	
7.			
Experience of:			
1. Provision of basic First Aid.	✓	✓	
2. Other First Aid training such as Epi-Pen, Defibrillator.	✓	✓	
3. Working with children and/or young people.	✓	✓	
4. Working in a medical and welfare environment.	✓	✓	
5. Working in an administrative capacity.	✓	✓	Application form and interview
Behaviours, Skills and Strengths:			
1. Knowledge of procedures for medical welfare and first aid.	✓		
2. Excellent verbal and written communication skills, for communicating with students, staff, parents/carers and health professionals.	✓		
3. Able to establish a rapport with young people and their families.	✓		
4. Able to deal with medical issues which require a high level of sensitivity and confidentiality.	✓		
5. Confident and capable of remaining calm in an emergency situation.	✓		
6. Excellent practical skills, particularly in relation to first aid and other health matters.	✓		
7. Ability to use IT systems including databases & Microsoft Office products.	✓		
8. Excellent administrative skills in particular the ability to pay attention to detail when completing admin tasks to ensure accuracy of records.	✓		
9. High levels of honesty and integrity, confidence & self-motivation.	✓		Application form and interview
Other:			
1. This post is subject to an enhanced DBS disclosure.	✓		DBS Process References
2. The post holder must be committed to safeguarding the welfare of children.	✓		