



| Person Specification |  |              |         |
|----------------------|--|--------------|---------|
| <b>Post title</b>    | Social Worker - Assessed and Supported Year in Employment (ASYE) | <b>Grade</b> | Grade J |

This post is exempt from the provisions of the Rehabilitation of Offenders Act – applicants must disclose all criminal convictions including those which are ‘spent’, in addition to any cautions and bindover orders received in the last 12 months

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

| Shortlisting Number                  | Criteria   | Method of assessment |
|--------------------------------------|--|----------------------|
| <b>Skills, knowledge, experience</b> |  |                      |
| S1                                   | Ability to illustrate understanding of general social work principles and knowledge, the role and function of a social worker in the field of adult social care, including the use of an asset-based model of social work delivery | CV/SS, I             |
| S2                                   | Excellent knowledge of part one of the Care Act (2014) and the ability to put this into practice by carrying out high quality asset-based assessments and support planning   | CV/SS, I             |
| S3                                   | Excellent knowledge of the principles and practice of the Mental Capacity Act (2005) and the ability to carry out capacity assessments and make best interest decisions  | CV/SS, I             |
| S4                                   | Good working knowledge of the Mental Health Act (1983) and Human Rights Act (1998)   | CV/SS, I             |
| S5                                   | Ability to work with other professionals and agencies to achieve positive outcomes for adults  | CV/SS, I             |
| S6                                   | Ability to write accurate and concise reports and maintain appropriate social work records   | CV/SS, I             |
| S7                                   | Experience of safeguarding adults, and ability to carry out statutory enquiries under the Care Act (2014)  | CV/SS, I             |
| S8                                   | Ability to demonstrate excellent organisational skills and to prioritise and manage fluctuating workloads  | CV/SS, I             |
| S9                                   | Ability to competently use IT systems including Microsoft Office applications  | CV/SS, I             |

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| S10  | Excellent understanding of risk assessment and the ability to effectively identify, assess, manage and escalate risk in line with Knowsley’s policies and procedures         | CV/SS, I |
| S12  | Ability to demonstrate a strong commitment to promoting equality, diversity, and inclusion and embed these principles into everyday practice                                 | CV/SS, I |
| S13  | Competent in IT software, including Microsoft Office applications and electronic case management systems, to support efficient and accurate record-keeping and communication | CV/SS, I |
| <b>Personal attributes and circumstances</b> |  |          |
| P1   | You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect  | I        |
| <b>Communication</b>                         |  |          |
| C1   | Good written and verbal skills   | CV/SS, I |
| C2   | Ability to recognise and adapt communication style to meet the needs of the adult  | CV/SS, I |
| <b>Qualifications</b>                        |  |          |
| Q1   | Social Work Degree or graduation pending   | CV/SS, C |
| Q2   | Current registration with Social Work England or registration pending  | CV/SS    |
| Q3   | Hold a full UK driving licence and have access to a vehicle for work purposes, or can demonstrate the ability to travel independently to meet the requirements of the role   | CV/SS, C |

**CV/SS** = Curriculum Vitae/Supporting Statement **A** = Application Form **C** = Certificate **E** = Exercise **I** = Interview  
**P** = Presentation **AC** = Assessment Centre **T** = Test

**Where the post involves working with children, in addition to a candidate’s ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:**

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

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We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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