



Person Specification – Production Operative

Criteria	Essential	Desirable	How Measured
Education	<ul style="list-style-type: none"> • Basic literacy & numeric skills • Able to speak, read & write basic English 	<ul style="list-style-type: none"> • Good general education 	Application form
Knowledge		<ul style="list-style-type: none"> • Health & safety awareness • Quality standards • Production targets 	Application At interview
Experience	<ul style="list-style-type: none"> • Steady work history 	<ul style="list-style-type: none"> • Previous factory experience • Previous machinery experience 	Application At interview
Aptitude & manner	<ul style="list-style-type: none"> • Flexible in approach to work • Ability to work under supervision or using own initiative • Ability to work within a team • Pro-active & self-motivating approach to work 	<ul style="list-style-type: none"> • Willingness to learn new skills • Manual dexterity (some departments) 	At interview References Work sample as required.
Physical make-up	<ul style="list-style-type: none"> • Clean appearance • Friendly & open 		At interview

Last Updated:	March 2007
Authorised:	