Person Specification

ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE CRITERA
KNOWLEDGE	• Extensive working knowledge of MS Office – Excel, Word, Outlook and Powerpoint (A,I)	• Good general knowledge of public health and public health practice, including Joint Strategic Needs Assessments (A,I)
SKILLS & ABILITIES	• Strong analytical stills (A,I) with knowledge of common statistical techniques and principles • Advanced use of spreadsheet, database, statistical and other IT packages (A,I) • Ability to apply statistical, analytical and epidemiological knowledge to NHS and public and health related policies and strategies. (A,I) • Ability to communicate data to public health professionals and non-expert staff using a variety of formats (e.g. reports, charts, tables, presentations) (A,I)	• Knowledge and use of mapping software and techniques (e.g. GIS, Cartology, Google Earth) • Knowledge of SQL, R, STATA or similar software (A,I) • Experience of commonly used statistical techniques in public health such as direct and indirectly standardised rates, calculation of confidence intervals.
EXPERIENCE	• Practical experience of accessing and critically appraising complex data sets. (A,I) • Significant experience of working with multiple sets of data and information systems. (A,I) • Experience in the development and use of systems for inputting, storing and dissemination of information. (A,I)	• Experience of working in healthcare informatics or public health • Experience working in a local government environment • Awareness of common data sources used in public health
QUALIFICATIONS	• Specialist knowledge and experience of statistical techniques and data analysis, acquired through academic qualification to degree standard or higher (or equivalent professional experience). (A,I)	
PERSONAL CHARACTERISTICS	• Conscientious and proven team worker with the ability to engage with people at all levels. • Ability to work independently, as well as a member of a team, as a self starter with high levels of motivation and a flexible approach to work. (A,I) • Highly numerate with skills and experience of the analysis and interpretation of data; and wish to develop further. (A,I) • Excellent written and verbal communication skills with experience in disseminating information via written reports and presentations to a wide range of audiences. (A,I) • Experience of project based working. (A,I) • Organisational skills and ability to prioritise • workloads within timescales and meet deadlines. (A,I) • Able to adapt ways of working and processes to respond to change, and identify team improvement and development opportunities	• Ability to bring creativity and innovation to presentation of data
EQUALITY	• Candidates must demonstrate understanding , acceptance and commitment to the principles underlying equal opportunities. (A & I)	
CUSTOMER CARE	• Knowledge and understanding of effective customer and stakeholder care (A & I)	

Disclosure level

What disclosure level is required for this post?	None	Standard
	Standard	Standard

Work type

What work type does this role fit into? (tick one box that reflects the main work type, the default workers type is flexible)	Fixed	**Flexible** X	Field	Home