

Step 6 DESCRIBE REVISIONS TO THE ROLE(S) AND USES OF TIME

FINDING THE RIGHT PERSON Worksheet		
	Required	Preferred
Knowledge		
Skills Including specific qualifications		
Previous experience		
Attitude/personal attributes/ behaviors		
Special conditions e.g., car driver, travel, unsocial hours, mobility		

Adapted from a tool developed as part of the English National Health Service's Changing Workforce Programme