

ST. PATRICK'S CATHOLIC PRIMARY SCHOOL PERSON SPECIFICATION

The outlined criteria will be used by the appointing panel at both shortlisting and interviewing stages. Measuring against the person specification criteria will be taken from the application form and probing at interview.

POST: **Midday Assistant**

	ESSENTIAL	DESIRABLE
REQUIREMENTS OF THE JOB	To assist in the provision of efficient and effective lunchtime provision to the school. Loyalty to the school. To respect complete confidentiality of both staff and pupils.	
SKILLS	Ability to complete tasks to desired standards. To be able to communicate positively and effectively with staff and children. To be able to liaise with staff.	
EXPERIENCE		Previous experience of working with children.
KNOWLEDGE	Health and safety procedures. Safe working practices. Hygiene and cleanliness. Working to time constraints.	To be aware of the principles and working practices of a Catholic school.
EQUAL OPPORTUNITIES		A knowledge/awareness of Equal Opportunities.
OTHER REQUIREMENTS	To be able to work as part of a team and respond to emergencies within the contract. To be capable of working alone. The ability to read, understand, follow and respond appropriately to instructions. Willingness to undertake training as and when required.	