

PERSON SPECIFICATION

**POST : Leisure Assistant
Apprentice**

UNIT: Active Northumberland

LOCATION: Centre Based

	Essential	Desirable	Method of Assessment
Experience		<ul style="list-style-type: none"> • Previous experience of working in a customer service environment. • Supervised the general public. 	Application form. Interview. References.
Qualifications and Training	<ul style="list-style-type: none"> • NVQ 2 or equivalent qualification • Good numeracy and literacy skills 	<ul style="list-style-type: none"> • National Pool Lifeguard Qualification • Sports Coaching or Teaching Qualifications. • First Aid Training • 3 or more GCSE's(or Equivalent) including maths and English 	Application form. Interview. Certificates. References.
Skills, Knowledge and Aptitude	<ul style="list-style-type: none"> • Excellent customer service skills. • Good Communication Skills. • Ability to work with minimal supervision. • Good teamwork. • Ability to perform simple cleaning tasks. 	<ul style="list-style-type: none"> • Awareness of Health & Safety issues, COSHH regulations. • Maintenance Skills. 	Application form. Interview. References.
Personal Qualities	<ul style="list-style-type: none"> • Friendly & courteous. • Ability to smile & connect with customers • Responsible. • Enthusiastic. • Smart appearance. • Flexible. • Self-motivated. 		Application form. Interview. References.
Special Requirements	<ul style="list-style-type: none"> • Flexible approach to working hours. • Able to Swim continuously on Front and Back for 100m. • Swim 50 metres within 50 seconds. • Surface dive to the bottom of the deepest part of the pool 		Application form. Interview. References. Water Test

ACTIVE

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| | <ul style="list-style-type: none">• Climb out of the pool unaided without using steps | | |
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