**PERSON SPECIFICATION**

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| **POST : Leisure Attendant** | **UNIT: ACTIVE NORTHUMBERLAND** | **LOCATION: BSC** |  |

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|  | **Essential** | **Desirable** | **Method of Assessment** |
| **Experience** | Previous experience in sporting/leisure related industry. | Good customer care/relation skills.  Lifeguarding & Attendant duties.  Record Keeping. | Application form  Interview  References |
| **Qualifications and Training** | RLSS National Pool Lifeguard Qualification.  Evidence of ongoing, up to date NPLQ training.  Must be willing to attend appropriate training.  Comply with all relevant policies and procedures – training will be given. | Defibrillator trained.  First Aid at Work trained.  Coaching/fitness qualifications.  ISRM – qualification.  Applicable Leisure qualification.  Driving licence / access to a vehicle.  Manual handling trained.  Pool Plant Operators Certificate.  Customer Care qualification. | Application form  Interview  Certificates  Test |
| **Skills, Knowledge and Aptitude** | Good organisation skills.  Able to work with minimal supervision.  Good customer care skills.  Teamwork.  Health & Safety Awareness – training will be provided.  Able to perform manual and mechanical cleaning tasks.  A degree of manual dexterity in operating equipment. | Knowledge of leisure centre operation.  Knowledge of DDA requirements.  I.T. skills  Knowledge of LeisureWatch scheme. | Application form  Interview  References  Certificates. |
| **Personal Qualities** | Courteous.  Responsible.  Enthusiastic.  Smart appearance.  Flexible.  Self-motivated.  Concentration – ability to cope with monotony.  Friendly.  Fit and able to carry out full range of duties. | Decisive.  Leadership qualities. | Application form  Interview  References |
| **Special Requirements** | Shift work including evenings, weekends and Bank Holidays. |  | Application form  Interview  References  Certificates |