

**Northumberland County Council
PERSON SPECIFICATION**

Post Title: Lunchtime supervisory Assistant	Directorate: Children's Services	Office Use JE ref: SG9
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Essential	Desirable
Qualifications and Knowledge	
No particular qualifications or knowledge are required	

Experience	
No specific experience in the workplace is necessary	Some experience in a similar environment

Skills and competencies	
Ability to follow straightforward oral and written instructions and to keep basic work records Physical skills related to the work	

Physical, mental and emotional demands	
Ability to work outdoors all year round	

Motivation	
A commitment to providing a quality service to customers	A willingness to undertake job related training

Other	

Key to assessment methods:

(a) application form, (i) interview, (r) references, (t) ability tests, (q) personality questionnaire, (g) assessed group work, (p) presentation, (o) others e.g case studies/visits