Northern Education Trust
Post: Teaching Assistant
PERSON SPECIFICATION

No	Categories	Essential / Desirable	Assessed by: App Form	Assessed by: Interview / Task
QUALIFICATIONS				
1.	5 GCSE's or equivalent, including English and Maths	E	✓	
2.	Willingness and ability to obtain and/or enhance qualifications and training for development in the post	E	✓	
3.	Evidence of continuous professional development and training	E	✓	
EXPERIENCE				
4.	Experience of working in a school environment	E	✓	
5.	Experience of using Microsoft Office packages, SIMS, databases and web technologies	E	✓	✓
ABILITIES, SKILLS AND KNOWLEDGE				
6.	Excellent communication and listening skills	E	✓	✓
7.	Ability to respect and maintain confidentiality	E	✓	✓
8.	ICT literate with a working ability to use key IT software to present work to a high standard	E	✓	✓
9.	Ability to relate to students in a pleasant the sympathetic manner and to recognise potential child safeguarding issues	E	✓	✓
10.	Efficient and effective organisational skills	E	✓	✓
11.	Excellent customer service skills and ability to respond quickly as circumstances dictate	E	✓	✓
12.	Ability to work effectively as part of a team, understanding Academy roles and responsibilities and your own position within these	E	✓	✓
13.	Ability to adapt own approach in accordance with pupils needs	E	✓	✓
14.	Advanced understanding of national curriculum and other basic learning programmes/techniques	E	✓	✓

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15.	Experience of resources preparation to support learning programmes	E	✓	✓
PERSONAL QUALITIES				
16.	A strong commitment to the Trust values and ethos	E	✓	✓
17.	Commitment to support the Trust's agenda for safeguarding and equality and diversity	E	✓	✓
18.	A flexible approach and strong work ethic	E	✓	✓

NET is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.