



## PERSON SPECIFICATION

<b>JOB TITLE</b>	Library Assistant
<b>DEPARTMENT/SECTION</b>	Library

CRITERIA	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS:</b>		
GCSE English and Maths to grade C First Aid qualifications	*	*
<b>EXPERIENCE:</b>		
Experience of working with children. Experience of working in a library		* *
<b>KNOWLEDGE &amp; SKILLS:</b>		
Good personal organisation skills. The ability to use ICT effectively. The ability to comply with policies and procedures related to child protection and health and safety. A working knowledge of children's literature	* * *	*
<b>APTITUDES:</b>		
A cheerful, friendly and enthusiastic personality. A positive outlook. An effective team member. Instinct and initiative. Punctuality and commitment to the school. A commitment to enable all St Aubyn's pupils meet their potential.	* * * * * *	

July 2021