***FIRST AIDER: PERSON SPECIFICATION***

|  |  |  |
| --- | --- | --- |
|   | **ESSENTIAL** |  **DESIRABLE** |
| **QUALIFICATIONS** |  |  |
| GCSE English / Maths | \* |  |
| Current First Aid Qualification |  | \* |
|  |  |  |
| **SKILLS** |  |  |
| Excellent interpersonal and communication skills | \* |  |
| Good IT skills in Microsoft Word / Excel, and email | \* |  |
| IT skills in Access, Publisher and other software packages |  | \* |
| Ability to work well on own initiative | \* |  |
| Excellent organisational skills | \* |  |
| Ability to prioritise work and multi-task | \* |  |
| Ability to work professionally and with confidentiality where required | \* |  |
|  |  |  |
| **EXPERIENCE** |  |  |
| Previous experience of working in a school |  | \* |
| Previous experience of working with teenage boys |  | \* |
| Previous experience of administering first aid | \* |  |
|  |  |  |
| **PERSONAL QUALITIES** |  |  |
| Professional and friendly manner | \* |  |
| Team player | \* |  |
| Enthusiastic | \* |  |
| Patient and calm manner | \* |  |