

Job Role & Description	Essential	Desirable	How Assessed
Please refer to enclosed Job description			
Education / Qualification			
Level 3 Qualification in Childcare or Equivalent Experience	✓		App / Certificates
Minimum key skills level 2 in Maths and English	✓		App / Certificates
First Aid Certificate		✓	App / Certificate
Basic Food Hygiene Certificate		✓	App / Certificate
Experience			
Working experience in a childcare setting	✓		App / Int
Special Skills and Knowledge			
Working knowledge on the implementation of EYFS	✓		Interview
Knowledge of the Children's Act	✓		Interview
Understanding of equal opportunities and diversity within a childcare setting	✓		Interview
Ability to work with others in providing age-appropriate activities and opportunities	✓		Interview
Able to contribute to the development of age appropriate curriculum plans	✓		App / Int
Awareness of Health and Safety issues relating to children	✓		App / Int
Child Care			
Creative ability - preparing activities for the children	✓		Interview
Initiative in developing childcare practices - age appropriate	✓		Interview
Ability to motivate children and sustain their interest	✓		Interview
Ability to work with parents	✓		App / Int
To have a working knowledge of 'safeguarding children'	✓		Interview

Ability to offer support and advice to parents about child development	✓		App / Int
Personal Qualities / Disposition			
Ability to communicate effectively with all levels of staff, students, parents and other professionals	✓		App / Int
Display a love of children and an empathy towards managing their care	✓		Interview
Receptive and positive to change, being flexible and adapt-able	✓		Interview
Ability to work as part of a team, contribute to staff meetings, planning sessions, and group / team discussions	✓		Interview
Display personal qualities such as, patience, tact, enthusiasm, commitment to your role	✓		Interview
Maintain a high standard of hygiene	✓		Interview
IT Knowledge / Skills to include Microsoft Word and Excel		✓	App / int
Training			
Interest in new developments in the field of childcare	✓		App / int
Willingness to develop self / skills /extend knowledge	✓		Interview
Up to date knowledge of appropriate legislation	✓		Interview