**PERSON SPECIFICATION**

**Digital Print Operative Creative Studio
Vacancy Ref: 0982-24**

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| **Criteria** | **Essential/ Desirable** | **Application Form / Supporting Statements/ Interview \*** |
| Experience of using high volume digital copier machines and print workflow software. | Essential | Application Form Supporting Statements/interview |
| Experience of wide format printing, mounting and laminating | Desirable | Application Form Supporting Statements/interview |
| Experience of print finishing, guillotining and print binding | Desirable | Application Form Supporting Statements/interview |
| The ability to follow instructions with an eye for detail | Essential | Application Form Supporting Statements/interview |
| The ability to work in a team with a flexible approach to work | Essential | Application Form Supporting Statements/interview |
| Hold a full driving license and the ability to undertake physical lifting  | Essential | Application Form Supporting Statements/interview |
| Good communication and customer care skills | Essential | Application Form Supporting Statements/interview |
| Have good computer literacy and IT skills | Essential | Application Form Supporting Statements/interview |

* **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence eg award of a qualification. Will be “scored” as part of the shortlisting process.
* **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.
* **Interview** – assessed during the interview process by either competency based interview questions, tests, presentation etc.