

PERSON SPECIFICATION
Recreation Assistant

Criteria	Essential/ Desirable	* Application Form/ Supporting Statements/ Interview
Commitment to undergo further training and personal development.	Essential	Supporting Statements/Interview
Hold a current RLSS UK National Pool Lifeguard Qualification or ability to pass within the first 3 months	Desirable	Application Form/Interview
Hold a current HSE First Aid at Work certificate. (Condition of employment or ability to pass within the first 3 months	Desirable	Application Form/Interview
Ability to work shifts, including evenings and weekends.	Essential	Supporting Statements/ Interview
Excellent interpersonal and customer service skills and an advocate of customer care ensuring that the experience of each customer is positive and satisfactory.	Essential	Supporting Statements/Interview
Experience of working in a first line sport environment.	Desirable	Supporting Statements/Interview
To be able to follow processes and systems for carry out equipment checks	Essential	Supporting Statements/Interview
To be able to follow processes and systems to ensure Health and Safety procedures are adhered to at all times	Essential	Supporting Statements/Interview
Experience of and/or appreciation of a mixed age, ability and multi-cultural environment.	Desirable	Supporting Statements/ Interview
Experience in using a range of IT packages – Web, Microsoft Outlook, Windows, excel applications.	Desirable	Application Form/ Supporting Statements

- **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 as part of their application 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.