**PERSON SPECIFICATION** 

|  |  |
| --- | --- |
| POST | Trainee Leisure Assistant |
| **DIRECTORATE** | People |
| **DEPARTMENT** | Health and Recreation |
| **LOCATION** | South Lake Leisure Centre |

|  |  |  |  |
| --- | --- | --- | --- |
| **FACTORS** | **ESSENTIAL** | **DESIRABLE** | **METHOD OF ASSESSMENT** |
| Qualifications  and training | You must achieve your NPLQ (training provided by Council) within 12 weeks from your date of commencement. Failure to do so will result in the termination of your employment from this post. | * Qualifications in a sport/physical activity. | Application |
| Experience |  | * One year’s Leisure industry experience. | Application/  Interview |
| Key skills, knowledge  and attributes | * Effective customer care skills; * Excellent oral and written communication skills; * Ability to keep accurate records; * Ability to work as part of a team; * Ability to work on own initiative; * Ability to handle sensitive or difficult situations appropriately; * Understanding of health and safety requirements; * Flexible approach to work demands. |  | Application/  Interview |
| Driving |  |  |  |
| Working Arrangements/  Flexibility | The post holder will be required to work outside normal hours including Bank Holidays, evenings and weekends. |  | Application/  Self-assessment |