

Hertfordshire County Council Person Specification Form

Name:	
Job Title:	
School:	Adeyfield School

Please complete in black ink or by computer to facilitate copying

All sections must be completed (do not leave any sections blank)

- It is essential that you complete and return this form
- This form is your chance to show us how well you can do this job
- Remember just saying you can do it is not enough; we need an example.
- You can use examples from work, school, college, hobbies, voluntary work or daily life.

Example: Ability to prioritise workload

In my current job I plan my work on a daily basis but adjust it when an urgent query or problem arises, e.g. when another team member unexpectedly calls in sick. I always raise any urgent issues with my manager.

SKILLS & ABILITIES

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EXPERIENCE

KNOWLEDGE

Please note that if you are invited to interview, you will be asked about the boundaries between adults and children in a school.

Signed :

Date:

