Person specification (with examples)

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| **Attributes** | **Essential** | **Desirable** |
| General | * Excellent team player, approachable, fun and supportive * Excellent standards of customer care * Strong verbal, reasoning and written communication skills |  |
| Qualifications & training | * As appropriate for the level of salary/responsibility you are seeking |  |
| Experience | * As appropriate for the level of salary/responsibility you are seeking |  |
| Knowledge, skills and abilities | * As appropriate for the level of salary/responsibility you are seeking |  |
| Personal qualities | * Confidential and trustworthy, respectful, considerate and patient. * A care for detail and accountability. * Interested, invested and supportive. * Approachable, friendly and helpful with good interpersonal skills. |  |