

### LIBRARIAN – PERSON SPECIFICATION

	Essential	Desirable	Method Of Assessment
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Good basic education to GCSE level in literacy and numeracy or the equivalent.</li> <li>• Basic Library/Archivist qualification or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Professional Librarian Qualification or Chartered Librarian Qualification.</li> </ul>	Production of applicant's certificates
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working in a library or LRC or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working in a school.</li> </ul>	Application form.
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Prioritisation of work and resolution of operational problems</li> <li>• Liaise and communicate effectively with others.</li> <li>• Demonstrate good organisational skills.</li> </ul>	<ul style="list-style-type: none"> <li>• .</li> </ul>	Application form. Interview References.
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Enthusiasm and a positive outlook.</li> <li>• The ability to work independently.</li> <li>• Creativity in problem solving together with a willingness to take on or try new approaches and ideas.</li> <li>• Reliability and integrity.</li> <li>• Good organisation.</li> <li>• Good attendance record.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to work under pressure.</li> <li>• Flexibility.</li> </ul>	Application Form Interview References.