|  |  |  |
| --- | --- | --- |
| **Applicant Declaration of Achieving Essential Criteria**  **Role:** Tutor  **Name of Applicant:** | | |
|  | **Essential criteria** | **Please specify how you meet the essential criteria in each area.** |
| **Qualifications** | Level 3 qualification (or higher) in relevant discipline |  |
| 5 GCSE’s at grade C or above (or equivalent) to include English |  |
| **Experience** | Considerable experience in a similar training/teaching role |  |
| A demonstrable track record of consistently having met and exceeded targets over a reasonable period of time |  |
| Experience of completing training plans |  |
| Experience of developing training workshops |  |
| Experience of delivering both group and one-to-one training sessions |  |
| **Job related Knowledge** | Strong knowledge and ability to use Microsoft Office including Word, Excel and Outlook |  |
| **Skills and Competencies** | Excellent written communication skills |  |
| Excellent presentation skills |  |
| **Other requirements** | Full driving license and access to a vehicle for work purposes or ability to demonstrate alternative method of being able to fulfill any travel related duties of the role. |  |
|  |  |  |