



Liverpool College
Person Specification

Post Title: Cover Supervisor

Characteristics	Essential	Desirable	Evidence
EXPERIENCE	<ul style="list-style-type: none"> Experience of working effectively with young people 	<ul style="list-style-type: none"> Teaching experience Cover Supervisor experience 	A, I
QUALIFICATIONS & TRAINING	<ul style="list-style-type: none"> GCSE Grade C (or equivalent) in English & Maths 	<ul style="list-style-type: none"> Qualified Teacher Status NVQ Level 3 in relevant field or A Levels 	A
APTITUDES AND ABILITIES	<ul style="list-style-type: none"> Excellent interpersonal and communication skills Good IT skills Good time management Good organisational & administrative skills Enthusiastic & self-motivated Willing to undertake further training to fulfil job role Ability to use one's own initiative Work well within a team and independently 	<ul style="list-style-type: none"> Knowledge of Health & Safety regulations Knowledge of how to use SIMS 	A, I, R
DISPOSITION ATTITUDE/MOTIVATION	<ul style="list-style-type: none"> Patient Diplomatic Reliable Conscientious Consistent Flexible 		A,R, I

A-Application

I-Interview

R-Reference