**Job Advert Template**

**Job title:**

**Salary:**

**Location:**

**Hours to be worked:**

**Holiday allowance:**

**Overview**

*You need to explain what the company does, and a brief introduction to the job.*

**Job Description**

*You should outline the main roles, responsibilities, what the person should expect to do on a daily basis and any other tasks you want them to complete.*

**Person Specification**

*You need to give at least 10 different things you want from the person, including qualifications, personality, characteristics etc.*

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| **Skill/Attribute** | **Essential or Desirable?** |
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