



## **Guidance: Full Job Description Section**

**Information to possibly include within this section is as follows, please delete as and where required.**

**Job position**

**Nursery name**

**Nursery location/address**

**Contract type**

Full-time, Part-time, Permanent.

**Working days per week**

Monday to Friday or Monday, Wednesday, Friday.

**Hours required per week**

**Pay**

Salary £ or hourly rate £.

**Expected start date**

**Additional benefits**

- On-site parking
- Company events
- Free parking
- Childcare
- Company pension
- Employee discount
- Referral programme
- Other

**Role requirements and description.**

- Personality you are seeking (highly motivated, enthusiastic, and energetic).
- Previous work experience.
- Minimum required qualification(s).
- Required membership/registration, i.e. PVG, SSSC, etc.
- Role details; duties, responsibilities, expectations.
- Description of nursery and service provided.

**Details of your application process**

Zoom, telephone and/or face-to-face interviews.

**Is a CV required to be submitted to apply?**

**Is there a deadline for applications?**

**Timeframe in which you expect to hire**