



Ponithafren Association

Applying for this Role

Ponithafren Association is committed to Equality of Opportunity in all of its dealings internally and externally. We particularly want to encourage people who have the relevant skills/experience who may not have experience of applying for jobs, or a knowledge about how Equal Opportunities works in recruitment, to apply for this role.

In our attempt to treat all applicants equally, we will deal with all applications in the same way and there are some things that you may want to consider before you complete your application form and/or prepare for the interview.

In the application pack you will have a Job Description and a Person Specification. The Job Description sets out the aims and objectives for the post, and the tasks that you will be expected to do, if you are successful in your application. You will want to consider these tasks carefully, before completing the application form, and whether you think this is the job that you want to do.

The Person Specification, however, is a description of the attributes of the person we are looking for and you should address each of these attributes in your application, as we will be scoring all of the applications against these criteria. You will notice that there are two columns, essential, and desirable. We would expect that the successful candidate will demonstrate, both in the application form, and at the interview, that they meet all, or nearly all, the essential criteria. The desirable criteria will only be considered after the essential criteria have been met, but they make the difference between two, or more, candidates of similar ability.

In both the short-listing and the interview we will be scoring your performance against the essential and desirable criteria, items that you have not addressed, or given any evidence towards, cannot be scored.

