**Job description to advertise vacancy**

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| --- | --- |
| **Job title:** | |
| **Main purpose of job:** | |
| **Department:** | **Location/Branch:** |
| **Position reports to:** | **Position is responsible for:** |
| **Length of contract:** | **Salary:** |

|  |
| --- |
| **Main duties** |
| 1.  2.  3.  4.  5.  6.  7.  8. |

|  |  |  |
| --- | --- | --- |
| **Person Specification** | | |
| **Factor** | **Essential?** | **Desirable?** |
| **Qualifications** |  |  |
| **Relevant experience** |  |  |
| **Aptitude, skills and abilities** |  |  |
| **Personal attributes** |  |  |
| **Disposition** |  |  |