**PLACE LOGO HERE**

## **[Formal Job Title]**

[Company Name]

|  |  |  |  |
| --- | --- | --- | --- |
| **Criteria** | **Essential** | **Desirable** | **Method of Assessment****[Application or interview?]** |
| **Qualifications**[GCSEs, A-Levels, degrees, vocational qualifications, industry-specific certificates] |  |  |  |
| **Skills**[Hard skills (software/hardware proficiency, maths etc.) , soft skills (communication, teamwork)] |  |  |  |
| **Experience** [Paid or voluntary, in related or non-related fields] |  |  |  |
| **Personal attributes** [values, motivation, personality] |  |  |  |