Fair Futures Community Interest Company

Fair Futures CIC

PERSON SPECIFICATION AND SHORTLISTING CRITERIA: CASUAL COMMUNITY INTERPRETER/ TRANSLATOR Grade 9

ESSENTIAL	DESIRABLE	ASSESSED BY:
Do you have a qualification, or can you demonstrate a high level of competence, in a language other than English? Do you have GCSE 9-4/ A* - C in English or an equivalent qualification? Do you have a qualification at Level 5 or above (A Level, Foundation Degree, HND, Dip HE) or a Level 3 Community Interpreting qualification?	Do you hold a current driving licence? Do you have a Level 3 or above education and childcare qualification? Do you have experience of working in schools or other educational organisations?	Application form Application form Application form Application form Application form Application form
Can you demonstrate fluency in spoken communication in a language other than English?	Can you demonstrate fluency in written communication in a language other than English? Can you demonstrate a good knowledge of the English education system?	Application form/ Interview Application form/ Interview Application form/ Interview

Can you give evidence of your effective participation as a member of a team? Can you give evidence of your successful experience of interpreting and/ or translation work?	Can you give evidence of good IT skills? Can you give examples of your successful interpreting and/or translation work in schools or other educational organisations?	Application form/ Interview Application form/ Interview Application form/ Interview Application form/ Interview
Can you explain how you present appropriately for the occasion, showing an awareness of what is required in terms of convention or culture. Can you give evidence of how you positively influence others?		Application form/ interview Application form/ Interview
Can you give evidence of your understanding and commitment to confidentiality at work? Can you explain how you ensure accurate interpreting and /or translation?		Application form/ interview Application form/ Interview