

Person Specification

We have described below the range of experience, qualifications, knowledge, skills and attributes we are looking for. We will use this to manage our selection process and also to identify training needs once in post. We aim to recruit individuals who largely satisfy these criteria.

Criteria	Weighting
Qualifications	
A significant practical experience in undertaking design briefs	3
A/ AS Level or equivalent in Design	2
Knowledge/Skills	
Excellent skills in using Adobe Photoshop, InDesign & Illustrator	3
Strong Skills in using Adobe InDesign	2
Strong Skills in using Adobe Illustrator	2
Experience	
Experience of working in a design studio environment	2
Experience of working within brand guidelines to produce attractive, new concepts	1
Experience in website layout & creating online design elements	1
Personal Qualities	
Highly organised approach to managing workload	3
Excellent attention to detail	3
Committed approach to meeting deadlines	3
Ability to work on own initiative and effectively in a team	3
Strong sense of reliability and punctuality	3
Commitment to and passion for the values and purpose of a Students' Union	3
Commitment to and an understanding of Equality & Diversity, Ethical & Environmental issues and Health & Safety	2

*On a scale of 0 - 3, how important each criteria is to the role