

Dear Prospective Applicant,

Thank you for your interest in the post of Functional Skills Tutor and I hope that when you read the accompanying information this will inspire you to want to join us and to make an application.

Applications should be submitted to Michelle Bugg, Director - Curriculum at staff.recruitment@poultec.co.uk

Completed application forms should be accompanied by a supporting letter of no more than 2 sides.

This post is likely to come under the requirements of the Childcare (Disqualification) 2009 Regulations and the successful applicant will be required to complete a declaration form to establish whether they are disqualified under these regulations.

Poultec Training is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post will be subject to an enhanced DBS check.

Enclosed is a copy of the Job Description and Personal Qualities for this role. We also include a copy of our recruitment policy which details our recruitment process.

When we request references, we will use the Reference Request form that is also attached.

If you have any questions or require further information, please do contact us.

Yours Sincerely,



Michelle Bugg
Director - Curriculum
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