

FCJ Primary School

Check List – Learning Enrichment & Marketing Assistant



Before you submit your application for the experienced **Learning Enrichment & Marketing Assistant** role, please ensure you have completed the checklist below:

1. Provide a handwritten application form, signed and dated to
HR Manager and emailed to hr@fcj.sch.je . Yes ☐ No ☐
2. Completed the Consent to Obtain References form. Yes ☐ No ☐
3. Ensure you have read and understood the Job Description, Person Specification
and Guidance Notes. Yes ☐ No ☐
4. Provided a covering statement to support your application. Yes ☐ No ☐

Thank you in advance.