



PERSON SPECIFICATION

Job Title: News Editor

Location: Ilford

Job Ref. Number:

SECTION	ESSENTIAL CRITERIA In order of priority	METHOD OF ASSESSMENT Must be identified by each criteria
Education / qualifications Training	General education with at least two A-levels. NCTJ National Certificate or equivalent.	Application form Application form
Experience	Must have had a minimum of four years' newsroom experience to at least senior reporter level.	Application form
Knowledge / skills	Written and verbal communication skills and knowledge of copy subbing. Organisational and people-management skills. Ability to establish a wide range of contacts. Well-established news sense. Be able to motivate a team. Ability to work under pressure/deadlines and be able to prioritise. Training skills and knowledge of NCTJ and equivalent courses	Interview/test Interview Interview/cuttings Interview Interview Test Interview
Work related attributes, qualities, competencies	A broad knowledge of current affairs. Inter-personal skills Ability to liaise with different departments	Interview Interview

Minimum Shortlist Score required (8)

If more than six applicants meet the minimum shortlist score of ()
only the top six score will be interviewed. Date score entered:../.../...

Prepared by : Date prepared:../.../....

Reference No: