

Gwydir Day Care & Preschool

Casual Employee Checklist

Essential

- Minimum Certificate III in Early Childhood Education & Care or equivalent or have enrolled in approved course and actively working towards qualification (must be able provide sufficient evidence of enrolment).**
- Current First Aid Certificate**
- Current Working with Children Check for Paid employment**
- WHS White Card or willingness to complete prior to commencement**
- Ability to relate in a positive and caring manner and meet the individual needs of children ranging in ages 8 weeks to 5 years**
- Be able to communicate positively and effectively with adults and children**
- Be able to work in a team, take direction and maintain confidentiality**
- Knowledge and basic understanding of the National Quality Framework, including Education and Care Services National Regulations**
- Be readily available and be able to work with short notice**
- Manual handling capacity to lift children as required**
- Reliable telephone contact and ability to work at short notice on a flexible basis**

Desirable

- Diploma in Early Childhood Education & Care or equivalent**
- Previous experience in an early childhood setting**
- Current Asthma & Anaphylaxis Certificate**
- Effective time management and organisational skills**