

Personal Job Specification

	Essential	Desirable
Experience in a similar role		<ul style="list-style-type: none"> • Previous experience with sales & promotions • Previous experience in a charity environment • Previous experience in a customer facing environment
Communication & relationship skills	<ul style="list-style-type: none"> • Active listening skills to be able to build a rapport quickly • Confident & friendly communicator able to engage with strangers from all walks of life • Ability to explain the charity's mission and lottery benefits clearly 	
Drive and initiative	<ul style="list-style-type: none"> • Able to work independently • Confident in asking for support when needed • Target driven • Self-motivated with a positive attitude • Resilience to handle objections & rejection professionally 	
Responsibility for Information	<ul style="list-style-type: none"> • Able to handle sensitive information appropriately • Able to handle personal data with confidentiality 	
Numeracy and literacy skills	<ul style="list-style-type: none"> • Confident using digital devices (tablets) for sign ups 	
Driving licence and own transport	<ul style="list-style-type: none"> • Must have driving licence and transport to be able to get to campaign areas and venues 	