**APPLICANT**

Early Years Assistant - Casual

27th April 2021

## Dear Applicant

**Early Years Assistant – Eastwood Day Nursery – Zero hour contract**

Thank you for your interest in applying for the position of casual Early Years Assistant at **Eastwood** **Day Nursery**. The Day Nursery is an all year round child care provision for children from 8 weeks to 5 years and we are currently looking to fill casual vacancies:

**DETAILS**

* **CONTRACT TERM – Zero hour contract**
* **No hours guaranteed, cover for leave and other absences**
* **Available to work any hours between 7.45am and 6.15pm Monday to Friday**

The Day Nursery’s hours of operation for our children are from **8.00am -6.00pm Monday to Friday** all year round except for bank holidays and training days. You can find further information about us on our website. Please visit www.eastwood.wandsworth.sch.uk.

We strongly encourage you to visit us to help you prepare for the process. You are assured of a warm welcome. Visits will be facilitated where it is safe to do so. Please telephone 020 8876 3976 ext. 303 to discuss.

The first step in the selection process is your application form. Please ensure you read through the person specification carefully and provide specific examples to demonstrate how you meet all the shortlisting criteria. Your completed application should be returned to [edn@eastwood.wandsworth.sch.uk](mailto:edn@eastwood.wandsworth.sch.uk). The deadline for us to receive your completed application is midday on **Friday 14th May 2021.**

Successful applicants will be invited to an interview and practical assessment on **Friday 4th June 2021.**

If you have any special requirements to enable you to fully participate in the selection process, please contact me on 020 8876 3976 or by e-mail to [edn@eastwood.wandsworth.sch.uk](mailto:edn@eastwood.wandsworth.sch.uk). Please ensure you provide a contact telephone number where you can be contacted or where we can leave a message.

If you do not hear from us by **Tuesday 25th May 2021**, you should assume that you have not been shortlisted on this occasion.

We look forward to receiving your application.

Yours sincerely

Hope Francis

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Business Leader