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| Catherine Kyriakidi TurnbullΌμιλος επιχειρήσεων ειδικής διαπαιδαγώγησης  Βασιλέως Γεωργίου Β’18, Καματερό, 13451 Τηλ. Επικοινωνίας 211.1193600

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| Τίτλος θέσης εργασίας | Occupational therapist assistant |
| Όμιλος/επιχείρηση | CKT-Puzzle ΚΔΑΠΑμεΑΒασιλέως Γεωργίου Β’18 Καματερό |
| Απαιτούμενα προσόντα |   |
| Περιγραφή αρμοδιοτήτων ρόλου | Supporting pupils* To provide learning support for pupils in class or in 1:1 situation under the directions of the teacher and the Occupational therapist supervisor
* To develop knowledge of the particular needs of the children and seek advice from the SENCo, class teacher and outside agencies as required.
* To aid access to the full range of learning experiences both inside and outside the classroom and provide modified materials as required e.g. worksheets, games, visual prompt cards etc.
* To make or modify resources as suggested and advised by the teacher, Educational Psychologist or other outside agencies.
* To organise and maintain an inclusive learning environment across the whole school environment.
* Provide positive reinforcements, praise and rewards to pupils.
* Facilitate inclusion in small group activities with peers and support interaction between them.
* To attend in service training and relevant meetings relevant to the post in order to keep up to date with developments in working with children with special educational needs.
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| Περιγραφή γενικών αρμοδιοτήτων | Fulfil wider professional responsibilities* make a positive contribution to the wider life and ethos of the school
* develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support: being prepared to adapt practice where necessary
* deploy support staff effectively where appropriate
* take responsibility for improving teaching through appropriate professional
* development, responding to advice and feedback from colleagues
* communicate effectively with pupils, parents and carers with regard to pupils’ achievements and well-being
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| Ωράριο εργασίας | Monday-Friday (full time) or part time upon request or other agreement  |
| Οικονομικοί όροι | * Fixed term contract (September-July).
* After two years of continuous and successful collaboration, the contract becomes automatically permanent.
* National Salary including National Insurance (IKA)
* National Benefits (Christmas, Easter benefit, holidays leave, parental leave, etc)
* 5% for Maters’ relevant to the job description or role
* 10% for PhDs’ relevant to the job description
* Salary increase 5% every 6 months
* 3 Bonus a year (50-100€) of excellent performance and innovation
* Private Pension scheme and health insurance by INTERAMERICAN

**Working on an hourly basis/ rate:** 10,00€ including National Insurance5% for Maters’ relevant to the job description or role10% for PhDs’ relevant to the job descriptionSalary increase 5% every 6 months3 Bonus a year (50-100€) of excellent performance and innovation |
| Εργοδοτικές παροχές  | * The opportunity to help shape our future by joining the CKT conglomerate
* A school community committed to nurturing young people with ASD alongside raising achievement and attainment
* A stunning environment with modern building, excellent resources and facilities, purpose built for students with ASD
* A strong commitment to support professional development opportunities-training in PECS, TEACCH, SCERTS, ATTENTION AUTISM, S-BRATA, MAKATON etc
* A supportive Leadership Team dedicated to exceptional outcomes within a happy environment which nurtures and supports all staff and students
* Staff wellbeing scheme (early leave every Friday)
* INSET (In School Educational Training- no extra hours)
* Lunch break of 40’
* Extra holidays in Christmas and Easter time

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| Please, respond to this letter by Friday 13th May. Should you need further information, please email to catherine.turnbull@puzzlekdapmea.com We wish good luck and every personal and professional success. Kind regards,Catherine Kyriakidi TurnbullCEO-BSW/MASEN/SENDCo |