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| Catherine Kyriakidi Turnbull  Όμιλος επιχειρήσεων ειδικής διαπαιδαγώγησης  Βασιλέως Γεωργίου Β’18, Καματερό, 13451  Τηλ. Επικοινωνίας 211.1193600   |  |  | | --- | --- | | Τίτλος θέσης εργασίας | Occupational therapist assistant | | Όμιλος/επιχείρηση | CKT-Puzzle ΚΔΑΠΑμεΑ  Βασιλέως 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. | | 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 | | 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 Insurance  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 | | 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 | |
| Please, respond to this letter by Friday 13th May.  Should you need further information, please email to [catherine.turnbull@puzzlekdapmea.com](mailto:catherine.turnbull@puzzlekdapmea.com)  We wish good luck and every personal and professional success.  Kind regards,  Catherine Kyriakidi Turnbull  CEO-BSW/MASEN/SENDCo |