NOT PROTECTIVELY MARKED

SOUTH YORKSHIRE POLICE PERSON SPECIFICATION

DEPT/DISTRICT: Information Systems	POST TITLE: Technical Lead – ERP (Data Services)

GRADE: F	LOCATION: Nunnery Square/Melton

The behaviours used for shortlisting can also be tested as interview questions. Interview questions will also be drawn from the behaviours not previously used for shortlisting purposes.

Key:

AF	Application Form
R	References
OT	Occupational Testing
I	Interview
CQ	Certificate of Qualification

* In the event of a large number of applicants who meet the essential criteria, desirable criteria will be used as a further shortlisting tool.

Disabled applicants who meet the essential shortlisting criteria will be guaranteed an interview.

CRITERIA	ESSENTIAL	DESIRABLE	HOW IDENTIFIED	SHORT LISTING CRITERIA
SPECIALIST KNOWLEDGE REQUIRED FOR THE ROLE *(LIST ALL ASPECTS AND DECIDE WHICH ARE TO BE USED AS ESSENTIAL SHORTLISTING CRITERIA)*				
Educated to degree level in an appropriate subject matter or equivalent work experience	✓		AF	✓
Knowledge and experience of project planning and methodologies – Prince2	✓		AF	✓
Knowledge and experience of IS strategy and planning	✓		AF	✓
Knowledge and experience of Business Analysis techniques and methodologies	✓		AF	✓
Knowledge and experience of Duty Management Systems and associated technologies		✓	AF	✓
Team leadership and mentoring experience		✓	AF	✓
Experience of contributing, recommending and reporting into management teams at various levels.	✓		AF	✓
Knowledge and experience of team project management & agile delivery techniques	✓		AF	✓
ITIL Foundation		✓	AF	✓
Knowledge and experience of dealing with suppliers and contractors.	✓		AF	✓

BEHAVIOUR 1				
Respect for Race and Diversity (A)				
Considers and shows respect for the opinions, circumstances and feelings of colleagues and members of the public, no matter what their race, religion, position, background, circumstances, status or appearance.				
Is polite, tolerant and patient with people inside and outside the organisation, treating them with respect and dignity.	✓		AF	✓
Listens to and values other's views and opinions.	✓		AF	✓

CRITERIA	ESSENTIAL	DESIRABLE	HOW IDENTIFIED	SHORT LISTING CRITERIA
BEHAVIOUR 2 **Maximising Potential (B)**				
Actively encourages and supports the development of people. Motivates others to achieve organisational goals.				
Understands the needs, talents, capabilities and interests of staff, and matches these to development opportunities	✓		AF	✓
Accurately assesses performance, giving specific, fair and developmental feedback.	✓		AF	✓
BEHAVIOUR 3 **Openness to Change) (B)**				
Recognises and responds to the need for change, and uses it to improve organisational performance.				
Encourages others to recognise the need for change and helps them to adapt to it.	✓		AF	✓
Encourages people to think of improvements and to take these forward	✓		AF	✓
BEHAVIOUR 4 **Planning & Organising (B)**				
Plans, organises and supervises activities to make sure resources are used efficiently and effectively to achieve organisational goals.				
Makes sure people know what a task or responsibility involves, and have the necessary abilities to carry it out.	✓		AF	✓
Manages so that only necessary expenses are incurred and reduces costs.	✓		AF	✓

BEHAVIOUR 5

Problem Solving (B)

Gathers information from a range of sources. Analyses information to identify problems and issues, and makes effective decisions.

Carries out research to identify relevant facts that are not immediately available.	✓		AF	✓
Analyses information carefully to make sure it has not been misunderstood.	✓		AF	✓

BEHAVIOUR 6

Effective Communication (B)

Communicates ideas and information effectively, both verbally and in writing. Uses language and a style of communication that is appropriate to the situation and people being addressed. Makes sure that others understand what is going on.

BEHAVIOUR 7

Team Working (B)

Develops strong working relationships inside and outside the team to achieve common goals. Breaks down barriers between groups and involves others in discussions and decisions.