

Person Specification

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

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| 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 (Senior Developer) | | | | | |
| • SharePoint 2013 | | ✓ | | AF, I | ✓ |
| CSS | | ✓ | | AF, I | ✓ |
| JQuery | | ✓ | | AF, I | ✓ |
| SQL | | ✓ | | AF, I | ✓ |
| Workflows, Views and BPM | | ✓ | | AF, I | ✓ |

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|--|---|---|-------|---|
| SharePoint Security Architecture | ✓ | | AF, I | ✓ |
| Installation and Configuration of SharePoint Environments | ✓ | | AF, I | * |
| Experience of working on their own and as part of a team, leading projects | ✓ | | AF, I | * |
| Experience as a conscientious and careful tester | ✓ | | AF, I | * |
| Experience of standard development practices (Unit Testing, Version Control (SVN), Integration) | ✓ | | AF, I | * |
| Experience in Business Analysis techniques and Methodologies | | ✓ | AF, I | * |
| Web Services | | ✓ | AF, I | * |
| C# | | ✓ | AF, I | * |
| Oracle PL/SQL | | ✓ | AF, I | * |
| Scrum / Agile development. | | ✓ | AF, I | * |
| Experience of Greenfield System Development and Enhancements | | ✓ | AF, I | * |
| Knowledge and experience of stakeholder engagement and communication | | ✓ | AF, I | * |
| Experience of Systems Analysis | | ✓ | AF, I | * |
| Experience of using IDEs | | ✓ | AF, I | * |
| 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. | | | | |

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|--|---|--|-------|---|
| Is polite, tolerant and patient with people inside and outside the organisation, treating them with respect and dignity | ✓ | | AF, I | ✓ |
| Listens to and values other's views and opinions. | ✓ | | AF, I | ✓ |
| Strategic Perspective (B) | | | | |
| Looks at issues with a broad view to achieve the organisation's goals. Thinks ahead and prepares for the future. | | | | |
| Thinks across functional and unit boundaries, understanding how their actions will affect other people. | ✓ | | AF, I | ✓ |
| Considers the longer term and broader view, even when having to respond quickly. | ✓ | | AF, I | ✓ |
| 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, I | ✓ |
| Encourages people to think of improvements and to take these forward. | ✓ | | AF, I | ✓ |
| Planning and Organisation (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 has the necessary abilities to carry it out. | ✓ | | AF, I | ✓ |
| Manages so that only necessary expenses are incurred and reduces costs. | ✓ | | AF, I | ✓ |
| 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, I | ✓ |
| Analyses information carefully to make sure it cannot be misunderstood | ✓ | | AF, I | ✓ |
| Effective Communication (B) | | | | |
| Communicates ideas and information effectively, both verbally and in writing. Uses language and a style of communication that is appropriate to | | | | |

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| the situation and people being addressed. Makes sure that others understand what is going on. |
| Maximising Potential (B) |
| Actively encourages and supports the development of people. Motivates others to achieve organisational goals. |