SOUTH YORKSHIRE POLICE PERSON SPECIFICATION

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| DEPT/DISTRICT: Information Systems | POST TITLE: Data Services Manager |
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| GRADE: G | 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:**

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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.

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| 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)*** | | | | |
| Proven experience as a Business Intelligence Architect at a strategic level. | ✓ |  |  | ✓ |
| Experience of database solutions and support lifecycle (Oracle, MS SQL Server) | ✓ |  |  | ✓ |
| Knowledge of Business Intelligence Data modelling techniques for Data Warehousing (TOAD, Oracle SQL Developer, SQL Server Management Studio) | ✓ |  |  | ✓ |
| Experience of managing and developing staff. | ✓ |  |  | ✓ |
| Expertise in ORACLE Business Intelligence Foundation Suite and ETL tools (ODI, Informatica). |  | ✓ |  | ✓ |
| Experience of Oracle E-Business Suite and Fusion products (Oracle ERP) |  | ✓ |  | ✓ |
| Establishing configuration management control. |  | ✓ |  | ✓ |
| An understanding of project management, including Prince 2. |  | ✓ |  | ✓ |
| **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. | | | | |
| ***Deals with diversity issues and gives positive practical support to staff who may feel vulnerable.*** | ✓ |  | AF | ✓ |
| ***Is polite, tolerant and patient with people inside and outside the organisation, treating them with respect and dignity.*** | ✓ |  | AF | ✓ |

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| CRITERIA | ESSENTIAL | DESIRABLE | **HOW IDENTIFIED** | **SHORT**  **LISTING**  **CRITERIA** |
| BEHAVIOUR 2 ***Personal Responsibility*** ***(A)***  Takes personal responsibility for making things happen and achieving results. Displays motivation, commitment, perseverance and conscientiousness. Acts with a high degree of integrity. | | | | |
| ***Sets personal goals and monitors own achievement against these, constantly seeking to improve personal performance.*** | ✓ |  | AF | ✓ |
| ***Continuously reflects on own actions, acknowledging mistakes and learning from them.*** | ✓ |  | AF | ✓ |
| BEHAVIOUR 3 ***Planning & Organising)*** ***(A)***  Plans, organises and supervises activities to make sure resources are used efficiently and effectively to achieve organisational goals. | | | | |
| ***Turns overall strategy into specific objectives for the organisation.*** | ✓ |  | AF | ✓ |
| ***Sets timescales to achieve objectives*** | ✓ |  | AF | ✓ |
| BEHAVIOUR 4 ***Effective Communication*** ***(A)***  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. | | | | |
| ***Explains complex issues simply and puts them into context for others.*** | ✓ |  | AF | ✓ |
| ***Communicates in a way that is understandable and meaningful to everyone*** | ✓ |  | AF | ✓ |

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| **BEHAVIOUR 5**  ***Team Working*** ***(A)***  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. | | | | |
| ***Promotes joint working and partnership with stakeholders and other organisations to meet the goals of everyone involved*** | ✓ |  | AF | ✓ |
| ***Draws together people from a wide range of internal and external groups to works on joint action plans*** | ✓ |  | AF | ✓ |
| **BEHAVIOUR 6**  ***Strategic Perspective*** ***(B)***  Looks at issues with a broad view to achieve the organisation's goals. Thinks ahead and prepares for the future. | | | | |
| **BEHAVIOUR 7**  ***Openness to Change*** ***(A)(A)***  Recognises and responds to the need for change, and uses it to improve organisational performance. | | | | |