

## PERSON SPECIFICATION

### General Manager 8B

REQUIREMENT	ESSENTIAL	DESIRABLE
<b>Education/ Qualifications</b>	<ul style="list-style-type: none"> <li>• Educated to degree level or equivalent qualification/experience</li> <li>• Post graduate qualification or equivalent</li> <li>• Evidence of continuing professional development including management studies</li> </ul>	
<b>Knowledge &amp; Experience</b>	<ul style="list-style-type: none"> <li>• Significant operational management experience</li> <li>• NHS/ public sector experience and knowledge, including up-to-date knowledge and understanding of NHS system reform policy and other key policy drivers</li> <li>• Demonstrable success in building, leading, motivating and developing multi-disciplinary teams as a highly effective people manager</li> <li>• Proven experience of effective performance and budgetary management and control, including achieving annual targets on a regular basis</li> <li>• Proven success in business planning and in the development of business cases</li> <li>• Experience of leadership of operational change/project management while also developing and maintaining high standards of quality</li> </ul>	
<b>Skills, Abilities and Attributes</b>	<ul style="list-style-type: none"> <li>• Strong and effective leadership and people management skills</li> <li>• Strong influencing, persuasion and negotiating skills</li> <li>• Highly developed verbal and written communication and presentation skills suitable for a range of audiences, including chairing of meetings</li> <li>• Ability to work with and through others</li> <li>• Ability to perform well under pressure and manage unpredictable workload with conflicting priorities</li> <li>• Quality focused with an innovative approach and the ability to solve complex problems</li> <li>• Ability to develop effective networks and work collaboratively with internal and external partners</li> </ul>	

REQUIREMENT	ESSENTIAL	DESIRABLE
	<ul style="list-style-type: none"> <li>• Ability to critically analyse complex financial and clinical data sets</li> <li>• Well-developed IT skills to manage and report on complex performance management information</li> <li>• Interpreting National Policy for implementation</li> <li>• Personal resilience</li> </ul>	
Other	<ul style="list-style-type: none"> <li>• Team working skills</li> <li>• Self-motivated</li> <li>• Ability to move between details and the bigger picture</li> <li>• Demonstrates honesty and integrity and promotes organisational values</li> <li>• Embrace change, viewing it as an opportunity to learn and develop</li> </ul>	

Job description and person specification drafted / amended by:

Name:

Designation:

Date:

### JOB DESCRIPTION AND PERSON SPECIFICATION AGREEMENT

Job Holder's Signature		Date	
Line Manager's Signature		Date	