

PERSON SPECIFICATION – BUSINESS MANAGER

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The Person Specification is an important part of the recruitment process. It should be read carefully as it will form the basis of shortlisting and ultimately, appointing the successful applicant. You must demonstrate therefore how you meet each of the following criteria in your application.

This is a professional role, normally achieved through qualifications. The post holder will lead on a diverse range of operational areas. The role objectives are defined but the post holder will be required to think about how to achieve these rather than following predetermined procedures.

<u>Criteria</u>	<u>Essential</u>	<u>Desirable</u>	<u>To be measured by</u>
Qualifications	<ul style="list-style-type: none">• Minimum of 5 GCSE level C including Maths and English.• AAT (Level 4) or equivalent	<ul style="list-style-type: none">• DSBM• Level 6 Qualification relevant to the role• Relevant Health & Safety Qualification• Accountancy Qualification (CIMA, CIPFA)• CIPFA Reporting for Academies or willingness to study for	<ul style="list-style-type: none">• A• A• A• A• A• A

