

MONEYWISE CREDIT UNION LIMITED

PERSON SPECIFICATION

POST: Business Development Officer – Reference BDM1

FACTOR	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
SKILLS, KNOWLEDGE, APITUDES	<p>Good level of IT literacy</p> <p>Good knowledge of the financial services industry</p> <p>The ability to develop new and existing collaborative relationships both internally and externally</p> <p>Project management skills</p> <p>Ability to write in a clear, accurate and convincing way for a range of audiences</p> <p>Evidence of continuing ongoing professional development</p> <p>Ability to plan and sell, then deliver new services over a geographically diverse area</p> <p>Political awareness and diplomatic skills across a broad range of stakeholders and contexts.</p> <p>Ability to work within tight deadlines with conflicting and competing demands</p>	<p>Knowledge of credit union regulations and legislation.</p>	<p>Application form.</p> <p>Interview.</p> <p>References.</p>
QUALIFICATIONS	<p>Educated to degree level or equivalent</p>		<p>Certificates or Diplomas.</p>
EXPERIENCE	<p>Proven record of developing new services</p> <p>Experience of delivering successful tenders</p>		<p>Application form.</p> <p>Interview</p> <p>References</p>

	<p>Project management experience</p> <p>Experience of establishing strategic and operational partnerships</p> <p>Wide experience of handling complex business / commercial and in confidence sensitive information both internally and externally</p> <p>Significant experience of effective relationship building and management with stakeholders</p>		
DISPOSITION	<p>Able to work well with colleagues.</p> <p>Socially confident and assertive.</p> <p>Punctual and good attendance.</p>	Of good standing in the credit union movement.	Interview. References.
SPECIAL REQUIREMENTS	<p>No criminal record.</p> <p>Not subject to a bankruptcy order.</p> <p>Ability to maintain strict confidentiality about the credit union's business.</p> <p>Satisfactory credit check</p>		Application form. References. Interview.