



## Deputy Area Maintenance Manager

### Assessment Information

Thank you for your interest in the above role. Below, you will find information on how the different competencies outlined in the person specification will be assessed throughout the Recruitment process as well as information on the vacancy timeline. Throughout the process, you will be assessed against the competencies captured in the person specification and the key behaviours set out in the SPS Behavioural Competency Framework (BCF). All Recruitment at SPS is based on the Behavioural Competency Framework which outlines the key behaviours and standards required both of applicants and existing staff. Further details on the SPS Behavioural Competency Framework can be found on the Careers section of our website.

#### Competencies you will be assessed against:

Person Specification	Essential /Desirable	Assessment
<b>Qualifications</b>		
Degree in Facilities Management or related discipline or significant facilities management experience.	Essential	Application
NEBOSH National General Certificate Course in Occupational Health and Safety.	Desirable	Application
<b>Experience</b>		

<b>Facilities Management</b>  Facilities or Estate management experience with responsibility for planning, co-ordinating, implementing and monitoring maintenance services and contracts.	Essential	Application Presentation Interview
<b>People Management</b>  Experience of leading, directing, influencing and empowering people and teams to deliver organisational outcomes.	Essential	Application Interview
<b>Project Management</b>  Experience of successfully delivering projects through the effective application of project management skills and techniques.	Desirable	Application Interview
<b>Knowledge &amp; Skills</b>		
<b>Planning, Implementation and Control</b>  Evidence of your excellent organisational skills, demonstrating your ability to prioritise, forward plan, manage competing demands, and work under pressure to ensure outputs are delivered within organisational timescales and budget.	Essential	Presentation Interview
<b>Problem Solving &amp; Decision Making</b>  Evidence of your ability to assess complex and dynamic situations and issues and exercise effective decision making to implement appropriate solutions.	Essential	Presentation Interview
<b>Building and Maintaining Relationships</b>  Excellent interpersonal skills with evidence of working effectively, flexibly and collaboratively with internal and external stakeholders, demonstrating your ability to negotiate with and positively influence others to achieve desired results.	Essential	Interview
<b>Legislation</b>  Working knowledge of current Health and Safety legislation and other relevant statutory legislative requirements.	Essential	Presentation Interview

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### **Selection Process Timeline:**

<b>Application Window</b>	<b>Live: 07 January 2018</b> <b>Close: 21 January 2018</b>
<b>Short-listing</b>	<b>22 January 2019</b>  You will be notified of the outcome of the shortlisting process via the online recruitment system.
<b>Behaviour Profiling Questionnaire</b>	<b>Live: 25 January 2019</b> <b>Close: 01 February 2019</b>  If shortlisted for assessment you will be asked to complete an online behavioural profiling questionnaire. This allows us to gather information on your motives, talents and preferences in the workplace and the information collected will inform the interview process.  If progressing to the assessment day, you will be emailed by our testing providers to your nominated email address, with links to the Behaviour Profiling questionnaire which will feed into the interview process; these links will be open for 24 hours a day during the above dates.
<b>Assessment Day(s)</b>	<b>19 February 2019</b>  This assessment day will consist of a Presentation and Interview. Further information will be provided to candidates progressing to this stage of the process by way of a formal invite to assessment.