Selection Criteria

## Manager – Corporate & Business Services

Please address the below selection criteria as part of your application. This form should be uploaded with your cover letter and resume to our application form.

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| Name |
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| Qualifications and LicencesMandatory RequirementsCurrent driver licence: Yes [ ]  No [ ] Tertiary qualifications in Business, Finance, or related discipline. |
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## Experience, Knowledge, and Skills

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| A minimum of three (3) years’ senior management experience. *Experience within local government is highly desirable.* |
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| A comprehensive knowledge of legislation, regulations, standards, guidelines, codes, and frameworks as applicable to Local Government. |
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| Demonstrated interpersonal skills, which facilitate interaction, cooperation, and trust within relevant groups and individuals including both internal an external stakeholders, and the ability to negotiate an resolve conflict when necessary. |
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| A record of achievement in a leadership role involving areas such as strategic planning, financial management, ICT, customer service, economic and community development. |
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| Experience/understanding of the value of financial management reporting processes including the preparation of budgets and financial statements. |
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| Highly developed conceptual and analytical skills, including the ability to identify emerging issues, trends, and risks, and impacts and the expertise to resolve complex operational program and service delivery issues.  |
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| Highly developed written communication skills including the ability to write in a clear, fluent, and concise manner, produce written communications that are appropriate and readily understood by the intended audience and organise information in a logical manner. |
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| Knowledge of the Microsoft Office suite and cloud-based systems (e.g. TechnologyOne). |
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