

JOB DESCRIPTION

Private & Confidential

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**Team Lead /
Thomas International**

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S	-4
C	4

The results of the completed job profile suggest that the competencies required by the jobholder should include the ability to:

- Seek ways of perfecting things, raising standards, reducing errors and overcoming omissions.
- Work to a high specification in order to improve and maintain quality.
- Gather facts and figures, monitor self and others and achieve goals in a timely and factual manner.
- Enjoy the challenge of problem solving and come up with well thought through practical solutions.
- Develop trust in people and be willing to smooth relationships and advise and assist others.
- Lead, encourage, train and support others in order for them to meet their objectives.
- Make decisions as appropriate while at the same time ensuring others do likewise.
- Focus and drive to achieve targets, budgets and results.
- Bring a sense of urgency to situations, demonstrate an active approach, be willing to get involved in order to increase the pace and achieve goals and objectives.

The Human Job Analysis is calling for a person who has a perfectionist approach to situations and enjoys researching facts and information. The job holder should be capable of communicating with others in an analytical manner within a technical area of expertise. The achievement of results and the need to be involved in a variety of tasks which call for accuracy and the attention to detail are aspects of the job. Standard operating procedures, adherence to rules and systems and the ability to maintain quality and standards are also important. The job holder should be conventional, consistent, adaptable, precise, careful, active, alert, self-starting, inquisitive, friendly and confident within a specific area of expertise. If the best results are to be achieved from this position then a clear description of the requirements will be essential to the job holder.

Please bear in mind that the full analysis and points to review should be taken into consideration when comparing a person's profile with a Human Job Analysis; together with all biographical data.

D I^{Job} S C

