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**PERSON SPECIFICATION**

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|  | **ESSENTIAL** | **DESIRABLE** |
| **Education/Training/Qualifications** | * No essential requirement as assessment equally weighted on experience. | * Degree or equivalent in Business Studies, Marketing or related subject. * IOSH Managing Safely Qualification |
| **Experience** | * Successful commercial management experience. * Ability to demonstrate performance in budget control and management. * Management of People focussed services. * Understanding of both high quality customer service and principles. * Experience of setting and contributing to strategy | * Experience of the Archaeological sector. |
| **Competencies** | * Well-developed interpersonal and communication skills * Excellent organisational skills * Innovative and proactive in the delivery of business plan objectives and targets. * Excellent team player * Ability to work under pressure * Use of Microsoft programmes * Current driving licence and own car. | * Ability to engage with future clients. * Ability to develop relationships with current and past clients. |
| **Values and attitudes** | * Proactive and solution-focussed * Flexible according to the needs of the business * Smart appearance * Confidence * Enthusiastic * Committed to equal opportunities |  |