



South Tyneside Council

BUSINESS AND RESOURCES

PERSON SPECIFICATION

POST TITLE: Principal Investment Manager

GRADE: Head of Service 2

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Educational Attainment	<ul style="list-style-type: none"> A degree or equivalent Evidence of further professional development 	<ul style="list-style-type: none"> Fully qualified CCAB Accountant (e.g. CIPFA/CIMA) or a recognised qualification in investment (e.g. CFA or IMC) 	<ul style="list-style-type: none"> Application form Certificates
Work Experience	<ul style="list-style-type: none"> Substantial experience at a senior level of working in an institutional investment or pensions environment Experience of identifying and developing new investment opportunities Experience of working in a managerial position A proven ability to manage and motivate staff A proven ability to plan and manage multiple concurrent projects Experience of managing and monitoring external service providers 	<ul style="list-style-type: none"> Experience of dealing with elected members Experience of working in a public sector investment environment Experience of managing external investment managers Experience of strategic financial management and working to a corporate agenda 	<ul style="list-style-type: none"> Application form Interview References Presentation
Knowledge/ Skills/ Aptitudes	<ul style="list-style-type: none"> Able to provide a framework for continuous service improvement Strong leadership skills Able to communicate clearly and effectively through a variety of media Confident and able to speak to people with various levels of understanding A good understanding of the current investment issues 	<ul style="list-style-type: none"> A proven ability in working with computerised systems and Windows based office systems A good understanding of the regulatory issues affecting a local government pension fund 	<ul style="list-style-type: none"> Interview References Presentation
Disposition	<ul style="list-style-type: none"> Able to work under pressure and to strict timetables Able to use own initiative 		<ul style="list-style-type: none"> Interview References

	<ul style="list-style-type: none"> • Enthusiastic and imaginative • Diplomatic • Able to establish positive working relationships with external service providers • Committed to ongoing professional development and learning • Flexible approach to work • Committed to the principles of equality and diversity 		
Circumstances	<ul style="list-style-type: none"> • Willing to work hard to achieve the aims of the Pensions Service • Prepared to work out of hours as required • Dedicated to providing a high quality pensions Investment function • Baseline security clearance 	<ul style="list-style-type: none"> • Full current driving licence or access to means of mobility support 	<ul style="list-style-type: none"> • Interview • References • Basic check