

## OFFICIAL SENSITIVE

|  |   |                             |   |
|--|---|-----------------------------|---|
| <b>JOB SPECIFICATION (2010)</b>  |   | <b>JSN</b>                  |   |
| <b>Position Title</b>  | SO2 PROJ 1  | <b>Date Approved</b>        |   |
| <b>Unit</b>  | DCTT HQ LYNEHAM   | <b>Approved By</b>          |   |
| <b>Location</b>  | CHIPPENHAM (MOD LYNEHAM)  | <b>TLB</b>                  |   |
| <b>Establishment Type</b>  | ESTABLISHED   | <b>Rank/Grade</b>           |   |
| <b>Establishment/OET Ref</b>   |   | <b>Service/Type/Arm</b>     |   |
| <b>UIN/SLIM/JPA PID</b>  | UIN = N2577A<br>SLIM = 01479643<br>JPAN = 1978882                                       | <b>Exch/NATO/JSRL No</b>    |   |
| <b>Incumbent</b>   |   | <b>Staff/Command</b>        |   |
| <b>E-mail</b>  |   | <b>WTE/MSTAR</b>            |   |
| <b>Phone Number</b>  |   | <b>Manning Priority</b>     |   |
| <b>Security Status/Caveats</b>   | SC  | <b>Assignment Length</b>    |   |
| <b>Reporting Chain</b>   |   | <b>Primary Career Field</b> |   |
| 1 <sup>st</sup> RO   | SO1 NGTT PMO - RN   | <b>Sub Field 1</b>          |   |
| 2 <sup>nd</sup> RO   | HD PROJ - ARMY  | <b>Secondary Field</b>      |   |
| 3 <sup>rd</sup> RO   | COMDT DCTT - RN, ARMY OR RAF  | <b>Sub Field 2</b>          |   |
| <b>Unit Role:</b> Train and educate AE, EME, Nuclear and Marine Engineering, and CIS personnel in order to meet the Defence requirement.   |   |                             |   |
| <b>Position Role:</b> SO2 PROJECT 1  |   |                             |   |
| <b>Responsibilities:</b><br>1. To assist the SO1 NGTT PMO in the development of a pan-College Operating Model that delivers efficiencies.<br>2. To analyse the current School structures and identify opportunities for streamlining and centralisation of functions.<br>3. To work with the SO2 NGTT PMO 1 on the mapping of benefits from structural changes and identifying any associated risks.<br>4. To assist with the identification of changes to be implemented and the early introduction or pilot schemes as appropriate.<br>5. To assist with the subsequent development of an in-house bid as part of the overall project assessment phase.<br>6. To act as the project representative in various working level meetings<br>7.<br>8. |   |                             |   |
| <b>Pre Appt/Deployment Trg:</b> N/A  |   |                             |   |
| <b>Domestic Considerations:</b> Occasional travel to the 4 school sites required   |   |                             |   |
| <b>Performance Attributes</b>  | <b>Priority Component Features</b>  |                             |   |
| <b>Powers of Communication</b>   | Essential - possess good written and verbal communication skills.                       |                             |   |
| <b>Judgement</b>   | High - critically applies available information to arrive at sound, timely decisions.   |                             |   |
| <b>Management</b>  | Essential - demonstrates effectiveness as a team member.                                |                             |   |
| <b>Effective Intelligence</b>  | High - adapts to new circumstances and brings to bear both common sense and innovation. |                             |   |
| <b>Education/Training</b>  | <b>Type</b>   | <b>Pri</b>                  | <b>Comments</b>   |
| Military Quals   | ICSC(L)   | Desirable                   | Will be staffing papers through policy and financial approvals. |
| Other Quals/Competencies   | Nil   |                             |   |
| Education  | Nil   |                             |   |
| Language   | Nil   |                             |   |
| <b>Experience</b>  |   |                             |   |
| Service/Arm/OGD  | RN  | Desirable                   | Maintain Projects team mix.                                     |
| Operational  | Joint   | Desirable                   | Understanding of other FLC requirements desirable.              |
| Staff  |   |                             |   |
| Command  |   |                             |   |
| Fields/Trades  | Acquisition   | Desirable                   | Programme or project management experience desirable.           |
| Environments   | Training  | Desirable                   | Experience in Phase 2 or 3 training environments advantageous.  |
| <b>Other Comments</b>  |   |                             |   |
| <b>Originator:</b> Cdr Tim Winter RN   |   | <b>Appt:</b> SO1 NGTT PMO   | <b>E-mail:</b> tim.winter915@mod.gov.uk                         |
| <b>Auth by 2<sup>nd</sup> RO:</b> COL DAVID CATHRO   |   | <b>Appt:</b> HD PROJ        | <b>E-mail:</b> DAVID.CATHRO765@MOD.GOV.UK                       |
|  |   |                             | <b>Tel:</b> +443001696367                                       |
|  |   |                             | <b>Date:</b> 16 Aug 21  |

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To be completed in conjunction with Annex A - Job Specification (2010) Guidance Notes.