

**Person Specification**

<b>Post Title:</b>	<b>Clean Room Team Leader</b>	<b>Post No:</b> 007600
<b>Organisation Unit:</b>	<b>Medical Technologies Innovation Facility – (MTIF)</b>	
<b>Grade:</b>	<b>G</b>	<b>Date Compiled:</b> 15 May 2020

<b>Attributes</b>	<b>Essential *</b>	<b>Desirable</b>
<b>Knowledge</b>	<p>Comprehensive technical knowledge and experience of ISO and GMP clean rooms.</p> <p>Knowledge and experience of operating equipment within ISO and GMP clean rooms including any relevant regulations, legislation and quality standards.</p> <p>Knowledge and experience within Medical Technology, Pharmaceutical or Electronics industry.</p>	<p>An awareness of the Medical Technology industry and clean room manufacture.</p> <p>Knowledge and experience of maintaining equipment within clean rooms.</p>
<b>Skills</b>	<p>Good standard of IT literacy, able to use relevant software packages</p> <p>Excellent communication skills, with experience of communication at all levels of personnel through a variety of mediums, including the ability to deal with sensitive issues where necessary</p> <p>Ability to troubleshoot, escalating complex or serious issues as appropriate</p>	<p>Ability to use relevant software package, such as MS Office.</p>
<b>Experience</b>	<p>Significant experience of working in a similar role within regulated clean rooms in industry or in a training environment</p>	<p>Experience of working in a regulated environment</p> <p>Experience of managing staff or of teaching within a regulated environment</p>

<b>Qualifications</b>	Educated to NVQ Level 3, City and Guilds level 3, 2 A levels, ONC/OND or equivalent  Recognised apprenticeship in a relevant area of work, or equivalent		Relevant degree or equivalent Medical Technology qualification	
<b>Competencies</b>	<b>COMPETENCY</b>	<b>LEVEL</b>	<b>COMPETENCY</b>	<b>LEVEL</b>
	<b><u>Customer Focus</u></b> Works to identify customer needs. Seeks feedback and develops service delivery accordingly. Influences and develops ideas to enhance customer satisfaction.	<b>2</b>		
	<b><u>Communicating and Influencing</u></b> Communicates information effectively to a wide range of diverse stakeholders, influencing events.	<b>2</b>		
	<b><u>Organisation and Delivery</u></b> Takes account of organisational priorities to ensure that operational and strategic plans are being implemented and achieved.	<b>3</b>		
	<b><u>Leading and Coaching</u></b> Builds a productive team environment. Delegates appropriate tasks and supports colleagues to deliver better results. Develops and coaches individuals to improve their skills. Takes responsibility for the team and manages performance.	<b>2</b>		
	<b><u>Adaptability</u></b> Responds positively to change, supporting others in managing transition and being flexible in approaches to job role. Is aware of own strengths and areas for development. Seeks feedback on own work.	<b>2</b>		

<b>Person Specification drawn up by:</b>	MTIF Managing Director	<b>Date:</b> May 2020
<b>Approved for department by:</b>	HR	<b>Date:</b> May 2020

**\* Please note: in compliance with our obligations under the Immigration, Asylum & Nationality Act 2006, we will require to check original documentary proof of eligibility to work in the UK**