

[JOB TITLE]

Job Description

**J O B D E S C R I P T I O N**

|  |  |  |  |
| --- | --- | --- | --- |
| Role Title: |  | Reports To: |  |
| Department: |  | Number of Direct Reports: |  |
|  |  |  |  |
| About the Role |
|  |
| Key Accountabilities: |
|  |
| Key Performance Indicators (KPIs) |
| Business/Financial: |  |
| Client/Stakeholder: |  |
| People/Team: |  |
| Operational Excellence: |  |
| Budget Responsibility: |
|  |
| Qualifications/Experience |
| Essential: | Desirable:  |

|  |
| --- |
| Additional Information: |
|  |
| Technical/ Professional % |  | Project Management % |  | People Management % |  |
|  |
| Our Values at Table Place Chairs |
| Maturity | Respond to a given environment in the most appropriate way, including interacting with various stakeholders, having good self- awareness & clarity in your approach. |
| Transparency | Trustworthy, respectful, kind, approachable & honest, with strong communication skills, able to collaborate effectively with all stakeholders. |
| Accountability | Take responsibility for your actions, able to use own initiative to resolve issues, a great team player, focused on achieving organisational mission & goals. |
| Togetherness | Personable, empathetic, good at building strong relationships. Working in unity with your team, supportive & encouraging. |

**J O B D E S C R I P T I O N**