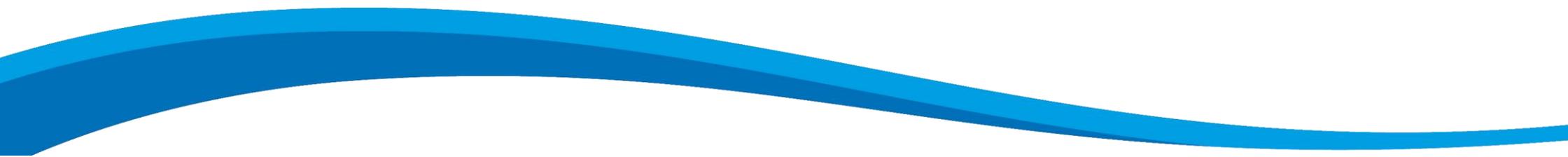


# Person Specification

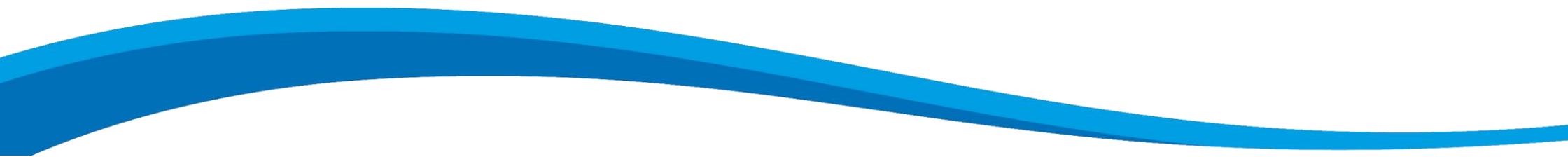
<b>Job Title:</b>	<b>Decontamination Manager</b>	<b>Division/Department:</b>	<b>Clinical Support</b>	<b>Band:</b>	8b
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Criteria	Essential	Desirable	Stage Measured at: A = Application I = Interview T = Test
<b>Commitment to Trust Values and Behaviours</b>	Must be able to demonstrate behaviours consistent with the Trust's behavioural standards		I
<b>Training &amp; Qualifications</b>	<p>Masters degree in a relevant field or an equivalent level of experience</p> <p>Evidence of other specialist management training to diploma level or the equivalent level of experience in an operational management role.</p> <p>Evidence of continued professional development.</p> <p>Decontamination qualification e.g. Technical Certificate/HTM Manager course/Endoscope Decontamination Manager Course</p> <p>Member of a Professional Decontamination Body (IDSc, CSC, NPAG)</p>	<p>Registration (HCPC or an appropriate accredited register) in a HCS specialism</p> <p>IDSc Chartered Membership</p> <p>Lead/internal audit qualified (13485:2016 preferable)</p>	A

<p><b>Experience</b></p>	<p>Significant experience at a management level including project management, business planning, change management, multidisciplinary working, financial management, human resource management and performance management.</p> <p>Expert knowledge and understanding of the legislation relating to decontamination of medical devices.</p> <p>Evidence of having achieved challenging targets in relation to service provision, quality management and financial management.</p> <p>Experience of supporting programmes of change in a complex organisation</p> <p>Experience of managing and leading a large team.</p> <p>Experience of quality systems and auditing procedures</p> <p>Significant Sterile Services and Endoscope Decontamination management experience.</p>	<p>Management of Sterile Services and Endoscope decontamination providing services to multiple locations across a city or region.</p> <p>Management of several decontamination facilities at multi-site locations</p>	<p>I</p>
<p><b>Communication and Relationship skills</b></p>	<p>Excellent communication skills, written and oral</p> <p>Experience of building successful teams</p> <p>Able to influence and motivate staff to deliver challenging targets.</p> <p>Ability to engage and collaborate with key stakeholders across the organisation</p> <p>Experience of providing and receiving complex data and information</p> <p>Good negotiating skills</p> <p>Evidence of managing conflict</p> <p>Strong leadership qualities</p> <p>Evidence of support others and encouraging effective team working</p>		<p>A</p>



	<p>Evidence of promoting and marketing NHS services</p> <p>Positive, enthusiastic and motivated</p> <p>Confident</p>		
<b>Analytical and Judgement skills</b>	<p>Evidence of identifying and implementing strategic opportunities whilst being sensitive to clinical and political demands.</p> <p>Experience of problem solving utilising the appropriate skill mix within teams</p> <p>Experience of managing capacity and demand in a service environment.</p> <p>Experience of audit and audit tools</p> <p>Experience of critically analysing complex data</p> <p>Evidence of identifying and implementing business opportunities</p> <p>Innovative thinker with the ability to cut through barriers to change</p> <p>Able to interpret highly complex changes in legislation and national guidance, consider necessary changes and implement accordingly.</p>		<b>A</b>
<b>Planning and organisation skills</b>	<p>Ability to work in a very busy environment, co-ordinating various operational and quality activities and making decisions in the various different areas of the department on a daily basis. Frequent interruptions are likely.</p> <p>Excellent organisational skills</p> <p>Record of effective and pro-active performance management.</p> <p>Demonstrate excellent time management, workload prioritisation and effective delegation skills.</p> <p>Experience of developing short- mid and long term strategic plans</p> <p>evidence of developing workforce plans to maximise productivity, empower staff development and improve staff engagement</p> <p>Ability to adapt and lead on changing service needs</p>		<b>A</b>



<p><b>Physical skills</b></p>	<p>Well-developed IT skills to manage and report on complex performance management information systems. Adaptable and flexible</p>		<p>A</p>
<p><b>Other requirements specific to the role</b> (e.g. be able to work shifts/on call)</p>	<p>Cross site working where appropriate Working flexibly to support and be visible to staff within a 24/7 operation.</p>		<p>A</p>

