

# Job Specification: Person

<b>Position title:</b>	<b>Location:</b>
<b>Position status:</b>	<b>Department/Business:</b>
<b>Key selection criteria</b>	
<b>1. Experience</b> <i>(List the type of experience is required to successfully perform this job — as well as how much experience.)</i>	
<b>2. Qualifications</b> <i>(List the minimum qualifications required to successfully work in this position. List any formal qualifications legally required for the position.)</i>	
<b>3. Skills, abilities and knowledge</b> <i>(List the skills, abilities and knowledge required to successfully perform this job.)</i>	
<b>4. Personal qualities</b> <i>(List personal qualities — physical as well as personal — required to successfully perform this job. Remember to only detail those qualities which are relevant to the performance of the position. Note: it is unlawful to use discriminatory language and references.)</i>	
<b>5. Special requirements</b> <i>(List the special requirements that must be satisfied to successfully perform this job, eg ability to work shift work, travel interstate/overseas, work long/irregular hours.)</i>	
<b>Ideal experience</b>	

**6. Industry background**

*(List those industries/organisations that would provide an ideal background for performing this job.)*

**7. Current organisation**

*(List what would be the ideal organisation for the candidate to be employed in at this moment.)*

**8. Current position**

*List what would be the ideal position(s) for the candidate.*

**9. Route up**

*List what would be the ideal career path for the candidate to have followed as preparation for this position.)*

**10. Remuneration**

*(List what salary and benefits the candidate should currently be receiving to make this position financially attractive.)*