PERSON SPECIFICATION
Research Data Manager
Vacancy Ref: A2904

Criteria	Essential/ Desirable	*Application Form/ Supporting Statements/ Interview
Educated to degree level or equivalent qualification or work experience in a relevant area.	Essential	Application Form
Strong oral and written communication skills, interpersonal and team abilities, with a record of working collegially within and across organisations, and with varied users' groups in a rapidly changing team environment.	Essential	Supporting Statements/ Interview
Proven ability and enthusiasm for engagement and training delivery across a large and complex organisation.	Essential	Supporting Statements/ Interview
Excellent analytical, organisational, management and numeric skills, a logical and systematic approach and scrupulous attention to detail. Demonstrated record of designing and improving processes and delivering projects on time.	Essential	Supporting Statements/ Interview
Knowledge of research processes and changing landscape of research environment including that of funders and professional bodies.	Essential	Supporting Statements/ Interview
Demonstrable knowledge of data management issues and technical challenges related to use and archiving of digital and other datasets, including an understanding of legislative requirements on data protection, information governance, copyright and IP and licensing.	Essential	Supporting Statements/ Interview
An understanding of the significance and role of bibliographic metadata and common metadata standards and research and author identifiers for research data management.	Essential	Supporting Statements/Interview
An awareness of Open Research and Scholarship, its drivers, and major stakeholders.	Desirable	Supporting Statements/Interview
An understanding of Digital Scholarship practices such as, text and data mining (TDM), visualisation, and digital preservation.	Desirable	Supporting Statements/Interview

- **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence e.g. award of a qualification. Will be "scored" as part of the shortlisting process.

- **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be "scored" as part of the shortlisting process.

- **Interview** – assessed during the interview process by either competency based interview questions, tests or presentation etc.