SUPPORTING STATEMENT TEMPLATE

**POST:** Research andBusiness Insight Lead

**DEPARTMENT:** Corporate

**CANDIDATE NAME:** Click here to enter text.

This form supplements your CV and must be completed in order to be considered for the role for which you have applied.

Please answer questions 1 and 2, as well as complete the template below to provide evidence of how you meet the person specification for the above post. This form should be emailed, with your CV and equal opportunities form, to [hr@rcni.co](mailto:hr@rcni.co)m before the specified closing date for the post.

If you have any questions, please contact HR.

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| 1. Do you have a kinship/relationship with an RCNi board or staff member? Please answer yes or no.   If yes, please state name and relationship | Click here to enter text.  Click here to enter text. |
| 1. Have you been convicted of a criminal offence not spent under the rehabilitations of offender’s act? Please answer yes or no.   If yes, please give details | Click here to enter text.  Click here to enter text. |

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| EDUCATIONAL REQUIREMENTS | **EVIDENCE** |
| Desirable Educated to Degree level or equivalent | Click here to enter text. |
| EXPERIENCE | **EVIDENCE** |
| Essential Experience of:   * Developing a research strategy to underpin business objectives. * Understanding of research and business methodologies * Managing data projects, identifying measures for success and documenting procedures * Working with stakeholders to understand and interpret requirements * Evidence of investigating operational needs, problems, and opportunities, contributing to the recommendation of improvements * Evidence of measuring solution/benefit performance * Communication of evidence and recommendations at senior level * Creating insightful reports to inform business strategy * Effective line management * Identifying prospects, innovation and conducting gap analyses * Identifying market and operational trends * Working within a strategy or business team   Desirable  Experience of working in an information environment | Click here to enter text. |
| SKILLS & KNOWLEDGE | **EVIDENCE** |
| Essential  * Able to apply project management in a strategic setting * Line management and resource management capabilities * Excellent numerical, financial, and analytical skills * Excellent written and verbal communication skills including report writing * Meticulous eye for detail in the production of written reports and numerical data * Ability to prioritise and manage time effectively to meet deadlines * Ability to work on own initiative as well as part of a team and across departmental boundaries * Ability to examine and interpret information critically * Knowledge of Microsoft office suite of products * Ability to translate complex information scenarios into actionable insights for stakeholders to inform business priorities. * Ability to liaise confidently with stakeholders when making decisions, ensuring that stakeholders are kept informed and consulted where appropriate * Ability to creatively problem solve and make evidenced recommendations * Ability to challenge and feedback constructively to managers | Click here to enter text. |
| **OTHER REQUIREMENTS** | **EVIDENCE** |
| Essential Knowledge and understanding of equal opportunities and diversity  Able to undertake travel and occasional overnight stays | Click here to enter text. |

**Declaration**

By completing and returning this form, I certify that I have the right to work in the UK and that the information provided is correct and agree that if my application is successful, it should form part of the basis of my engagement. I authorise RCNi to check the information that I have supplied as deemed reasonable by RCNi. I understand that falsification of qualifications or any other information may lead to my dismissal without notice. Where applicable, I consent that the organisation can seek clarification regarding professional registration details.