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Candidate Brief  
for the position of  
**Chief Executive Officer**  
**Transport Infrastructure Ireland**  
January 2025

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# Introduction

Thank you for your interest in the position of Chief Executive Officer (CEO) for Transport Infrastructure Ireland (TII).

Prompted by the retirement of the current CEO in September 2025, this is an exciting opportunity to lead TII, the government agency in Ireland responsible for developing, maintaining, and managing the country's national road, metro and light rail networks and other associated related infrastructure projects.

The CEO of TII is responsible for leading sustainable transport infrastructure and services at a national and regional level, in partnership with local authorities and the National Transport Authority (NTA). The key areas that TII manage are:

- The €31bn national road asset including operation and maintenance, traffic management and winter operations.

- Operation of Luas, Dublin's light rail system, a flagship infrastructure project that has proven to be a catalyst for creating a more sustainable, connected, and productive capital city.
- Delivery of future Luas lines including Luas Cork, Luas Finglas, extending the Luas Green Line network in Dublin amongst others as part of the Government's National Development Plan (NDP)
- The MetroLink programme – the largest infrastructure project ever undertaken in Ireland to build Dublin's first metro railway line.
- Additional functions in relation to active travel and greenways and the national cycle network.
- Delivery of en-route alternative refuelling and recharging infrastructure.

Please also see:

[www.tii.ie](http://www.tii.ie)

[www.Nationaltransport.ie](http://www.Nationaltransport.ie)

[gov.ie](http://gov.ie) - National Development Plan 2021-2030

[gov.ie](http://gov.ie) - Project Ireland 2040

This role plays a pivotal part in the provision of transport services in Ireland. As CEO of TII you will have the opportunity to influence and shape how people and goods effectively, safely and sustainably travel around Ireland.

TII is looking for an exceptional leader who has clear experience leading large, complex organisations, ideally in infrastructure, transport or public services.

This person will have the confidence, experience, credibility and manner to engage and influence up to Board and Government level, have a passion for developing the potential of others, and be committed to the delivery of TII's key infrastructure services to industry standards.

This Candidate Information Document will introduce TII and give some insight into its strategic priorities, values and mission. It will provide an overview of the Chief Executive Officer role, recruitment process and conditions.





# TII Overview

TII's primary function is to secure the provision of a safe and efficient network of national roads and light rail and metro infrastructure for the state.

## Purpose

TII exists to fulfil an important purpose of national strategic significance, touching the lives of citizens and visitors alike on a daily basis.

TII's purpose is to provide sustainable transport infrastructure and services, delivering a better quality of life, supporting economic growth, and respecting the environment.

## Vision

In fulfilling its mission, TII strives towards three overarching aims which, taken together, represent its vision:

- To be leaders in the delivery and operation of sustainable transport infrastructure and services.
- To ensure that Ireland's national road and light rail infrastructure is safe and resilient, delivering better accessibility and sustainable mobility for people and goods.
- To be recognised as an organisation that values its people, customers, partners and the environment.

## Values

TII's way of working reflects its core values shared and promoted among all TII team members:

- Sustainability: TII prioritises sustainability in our decision making, playing our part in addressing the climate and biodiversity crises
- Collaboration: TII fulfils its mission through effective teamwork, communication, and partnership.
- Innovation: TII seeks to create value relevant to its mission through the application of new and better solutions.
- Integrity: TII inspires trust through honesty, fairness and accountability.
- Spirit of Public Service: TII is dedicated to providing quality service and value for citizens and visitors to Ireland.





# TII's Strategy

TII's Statement of Strategy sets out the strategic objectives and actions to which TII is committed for the period 2021 to 2025 against the backdrop of TII's national road and light rail related remit and Government priorities.

## Strategic Goals





# TII's Remit



Light Rail  
and Metro

Light Rail & Metro: The Roads Act 2015 expanded the remit of what came to be known as TII to include light railway (such as Luas) and metro railway infrastructure.

NTA is the Approving Authority for light railway and metro infrastructure and TII is the delivery agency.



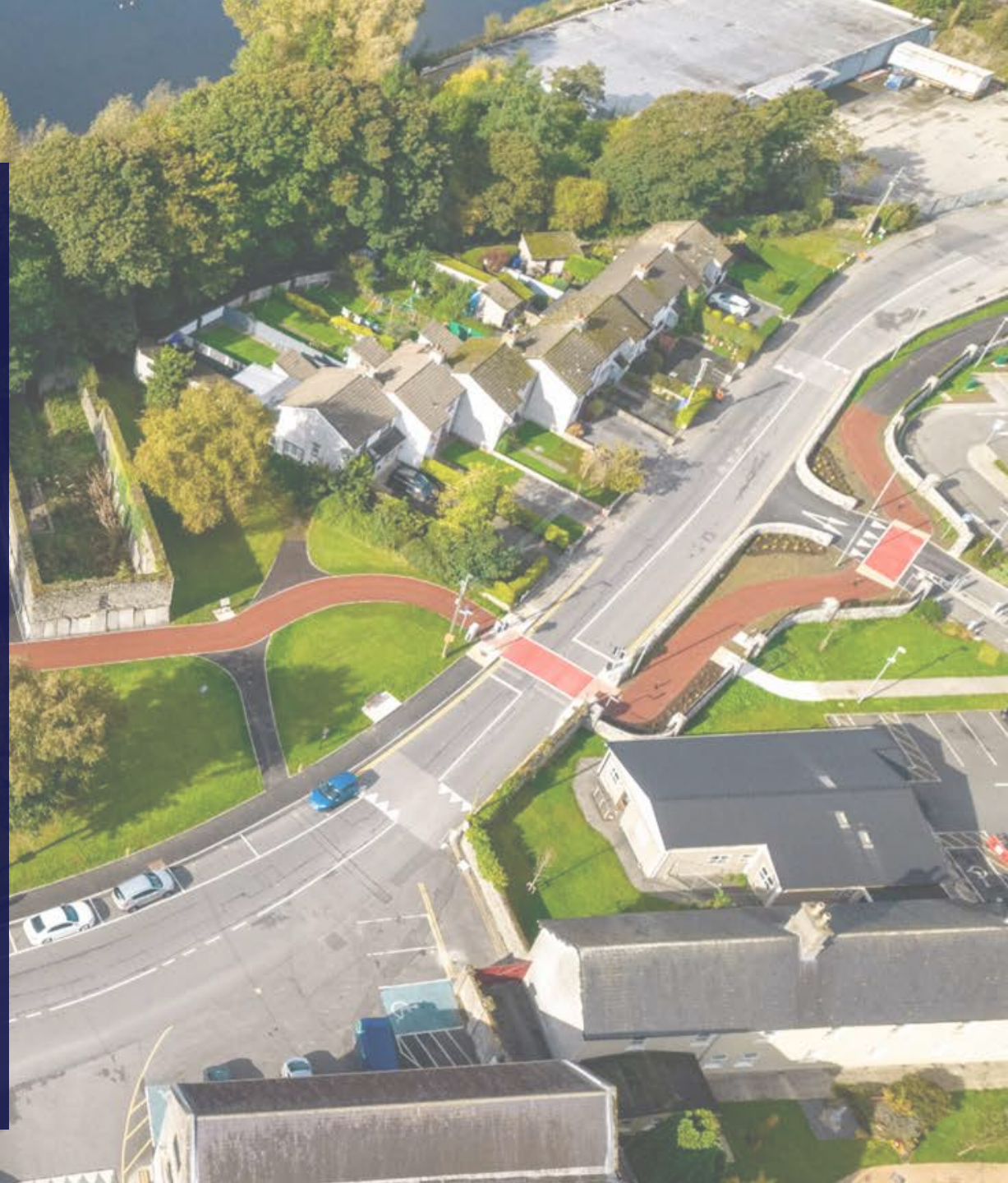
National  
Roads

National Roads: It is the general duty of TII to secure the provision of a safe and efficient network of national roads, having regard to the needs of all users. Under the Government's Infrastructure Guidelines, TII is the approving authority for national road projects and works in partnership with local authorities, who are the road authorities for all roads, including national roads.



Greenways, Active  
Travel & National  
Cycle Network

Greenways, Active Travel & the National Cycle Network: In September 2021, TII became the approving authority for greenways on behalf of the Department of Transport. TII is investing €60m a year in greenways up to 2030, supporting local authorities to deliver more than 200km of greenways as part of the National Cycle Network, and a further 100km of recreational greenways.





# TII's Structure

## Board Governance

TII Board

Audit & Risk Committee

Infrastructure Committee

Board Secretary

Metrolink Programme Board

## Executive

Chief Executive

Chief Executive's Office

Metrolink Programme Director

Director, Network Management

Director, Capital Programmes

Director, Commercial Operations

Director, Business Services

Director, Professional Services

Director, Corporate Services

Director, Corporate Communications

The Chief Executive Officer position is established by statute, which provides that 'The Chief Executive shall report directly to the Authority, carry on and manage and control generally the administration and business of the Authority -'. The CEO will work closely with the Board of Transport Infrastructure Ireland and the Minister for Transport. The CEO is, from a governance perspective, the Accountable Officer for TII - accountable directly to the PAC and other Dáil Committees.



# The Role

TII is looking for an exceptional leader who has clear experience leading large, complex organisations, ideally in infrastructure, transport, capital projects or public services. You will be a driven, resilient, and adaptive leader who has the credibility and passion to drive innovative solutions to ensure TII is a successful organisation.

The CEO is accountable for the safe and sustainable management of Ireland's €31 billion road and light rail networks, including the Luas and successful Public-Private Partnerships (PPPs). You will be driving the delivery of major projects like the circa €10bn Dublin MetroLink, as well as greenways and other active travel initiatives, while ensuring compliance with all regulations.

On the financial side, it involves managing €1.7 billion of annual income, overseeing a €1 billion annual capital investment programme which is expected to grow, and handling complex commercial negotiations, all supported by strong internal controls. Building strong relationships is key, whether it's with the Board, government bodies, or international partners, while positioning TII as a leader in transport innovation. The role also focuses on transformation, from preparing for the end of PPP contracts to adopting low-carbon practices and driving digital advancements like AI.

Finally, you'll be shaping a high-performance culture that supports employee development, for circa 330 staff, champions diversity and inclusion, and makes TII a great place to work.

## Key Responsibilities

### Delivery Leadership:

- Oversee the safe management of a €31bn national road asset including operation and maintenance, traffic management, and winter operations.
- Oversee the safe and sustainable operation of Luas, Dublin's light rail system and TII's highly successful PPP programme.
- Lead on the development of new road, light rail and refuelling and recharging infrastructure to enhance sustainable mobility and future proof existing infrastructure to meet the changing needs of society and adapt to the effects of climate change.
- Deliver the circa €10bn Metrolink programme in line with the approved business case and railway order.
- Lead the delivery of greenways, the national cycle network and other active travel infrastructure.
- Ensure TII remains compliant with its statutory duties, codes of practice, Government guidelines and all relevant legislation.

### Financial Leadership:

- Lead and manage a financially and technically complex organisation with an annual income approaching €1.7bn.
- Manage an annual capital investment programme of over €1bn and all related high value commercial negotiations.
- Lead the framing of contracts for performance delivery, commercial dispute resolution and corporate finance.
- Lead the implementation of an effective internal control framework supported by a constructive and value-adding internal audit process.



# The Role

## Key Responsibilities

### Communications and Engagement:

- Develop and sustain superior working relationships with the Board, the executive team, employees, Minister for Transport, Government, other Departments of State, the National Transport Authority and local authorities.
- Lead an organisation that is committed to co-operative working relationships, develop its profile as a sector leader and ensure it is seen as a trusted partner.
- Represent TII in domestic and international fora and position the organisation to engage in relevant research and innovation in road and rail transport.

### Transport:

- Lead the changes required for the end of PPP contracts, options for demand management and other Government strategic objectives.
- Lead the adoption of low carbon approaches to maintenance and construction.
- Lead the digital transformation of the organisation including the use of artificial intelligence.

### Culture and People:

- Lead the development of TII's culture to deliver a high-performance organisation.
- Develop a working environment where all employees are supported in developing their skills and are positive about working for TII.
- Champion diversity and inclusion in the organisation.

The above specification is not exhaustive and consequently, the post holder may be required to perform other duties as appropriate to the role which may be assigned to them from time to time and to contribute to the development of the post while in office.

### Core Competencies:

- Leading Others
- Managing for Results
- Communications and Managing Relationships
- Establishing Strategy, Vision and Purpose
- Building Partnerships & Stakeholder Relationships
- Judgement and Systematic Perspective
- Professional Integrity and Values

A further description of the core competencies is outlined in Appendix D.





# The Role



## Person Requirements:

The next Chief Executive Officer may come from a variety of sectors. Importantly, they will draw upon their background and experience to deliver the success TII deserves:

## Required Experience:

- Board level experience of a major (public or private) entity in a regulated or public service environment, contracting or capital-intensive business, or similar operating environment.
- Experience at a senior level of the workings of government and government policy/decision making.
- Proven leadership skills and experience necessary to manage an experienced executive team and a good understanding of the importance of corporate governance and compliance obligations.
- Highly developed stakeholder management skills and an ability to guide, influence and bring agencies and key stakeholders together to achieve a common purpose.
- A solid understanding of commercial drivers, preferably gained working with successful enterprises.
- The ability to establish institutional contractual frameworks and relationships that facilitate the management of large scale and complex operations and contracts.
- Can demonstrate an association with or good knowledge of Ireland and its cultural and political landscape.

- Proven involvement in the management of strategic change in response to drivers such as changing technology landscape, customer expectations, supply constraints, political or regulatory interventions, or material changes in revenues and production costs.
- A proven record of accomplishment in creating and executing influencing strategies, and to be able to communicate that vision and purpose.

## Desirable Experience:

Candidates with experience of one or more of the following criteria would be of significant interest to us.

- A proven record of accomplishment at C-Suite Level in a large complex organisation, with large-scale investments and operations.
- Working knowledge of the Government's Public Spending Code requirements.
- An in-depth understanding of the construction industry.
- Knowledge of life-cycle asset management principles and practices as they relate to major infrastructure.
- Experience and understanding of the safe and effective operation of transport networks.

## Qualifications:

- A professional qualification in economics, finance, engineering or other relevant discipline.



# Principal Conditions of Service

The following is an overview of the benefits package on offer with this role - a good salary and comprehensive benefits package will be offered to secure the chosen candidate.

**Salary:** €240,259, fixed.

The salary for this position is dependent on whether the appointee is newly recruited to the civil or public service or is an existing civil or public servant appointed before or after 6th April 1995:

- New public servant appointee/existing public servant, appointed since 6 April 1995 - Personal pension contribution (PPC) rate: €240,259.
- The PPC rate applies when an individual is required to pay a Person Pension Contribution in accordance with the rules of their main/personal superannuation scheme.
- Existing public servant, appointed pre 6 April 1995 - Non - Personal pension contribution (Non-PPC) rate: €228,246

Important note relating to salary:

The rate of total remuneration may be adjusted from time to time in line with Government pay policy as applying to public servants generally.

**Pension:** Single Public Service Pension Scheme (SPSPS) – a defined benefit pension scheme based on a career average

Where the appointee has previously worked in a pensionable (non-Single Scheme terms) public service job in Ireland, different entitlements may apply dependent upon their public service employment history.

**Annual Leave:** 30 days plus Irish bank holidays.

**Tenure:** The appointment will be on a fixed-term basis (5 years).

**Location:** The headquarters of TII are in Parkgate Business Centre, Parkgate Street, Dublin 8, D08 DK10.



# The Recruitment Process

Newsom Consulting, in partnership with Steering Point, have been appointed by TII to manage the executive recruitment of the Chief Executive Officer position. Newsom Consulting is exclusively retained on this role and will be conducting initial screening interviews. Suitable candidates will be shortlisted and brought through the next stages of the recruitment process.

## The Selection Process may include:

- Short listing of candidates by a selection panel, on the basis of the information contained in candidate applications and assessed against requirements of the position.
- A first interview and application screening
- Psychometric assessment and evaluation
- A second interview with a selection panel and a presentation if required.
- Further interview if required

## Shortlisting

In the event of a shortlisting exercise being employed, an expert board will examine the information provided in your application. The shortlisting criteria may include both the essential and desirable criteria specified for the position. It is therefore in your own interest to provide a detailed and accurate account of your qualifications and experience in your application.

## Recruitment Timescales:

The deadline for applications is 5.30pm on 21st February 2025. Initial interviews will then be undertaken by Newsom Consulting, and a shortlist recommended to TII. TII will undertake 1st interviews in March.

## References:

Applicants should begin to consider referees. TII will require the names and contact details for three referees. These referees do not have to include your current employer, but they should be able to provide relatively recent information on your performance and behaviour in a work context. You may wish to select referees that can provide such information from different perspectives or in different work contexts. Please be assured that we will only collect the details and contact referees should you come under consideration after preliminary interview stage.

## Medical:

Appointment is subject to a pre-employment medical with TII's occupational medical provider.





# The Recruitment Process

## Requests for Reasonable Accommodations

TII, in line with the Employment Equality Acts 1998-2021, will where required provide reasonable accommodation to assist with the needs of a person who has a disability and will ensure that its services are accessible across the range of disabilities.

If you require reasonable accommodations to be made, please indicate this during the application process by emailing: [ek@newsomconsulting.co.uk](mailto:ek@newsomconsulting.co.uk) or by writing to the following address: 210 Euston Road, London, NW1 2DA.

If selected for interview, any requests for reasonable accommodation need to be accompanied by a medical/psychologist's report, the purpose of which is to provide Newsom Consulting with information necessary to make the decision on reasonable accommodation as promptly as possible. Newsom Consulting will consider each request on a case-by-case basis. All information provided will be treated as strictly confidential.

## Requests for Documentation/Information in an Alternative Format:

You can make a request for documents/information in an alternative format by emailing [ek@newsomconsulting.co.uk](mailto:ek@newsomconsulting.co.uk) or in writing to the following address: 210 Euston Road, London, NW1 2DA.

Please provide the following details when making a request:

- Name, address, contact details.
- Details of document/information being requested.
- The information format sought.

All requests will be acknowledged within 3 working days of receipt and will be dealt with within 10 working days. Where a delay in providing the requested information occurs, Newsom Consulting will confirm the new date the person can expect to receive the information. If Newsom Consulting is unable to provide the requested information, the reason will be explained fully in writing.

## How to Apply

For further information and to apply, please email Emilia Kilburn in confidence at [ek@newsomconsulting.co.uk](mailto:ek@newsomconsulting.co.uk) quoting TII CEO in the subject line of the email and include the following information:

- A comprehensive CV detailed as relevant to the position (no longer than 5 A4 pages).
- A cover letter/ personal statement outlining why you wish to be considered for the post and where you believe your skills, experience and values meet the requirements of the position (no longer than 2 A4 pages).

Note that your cover letter should also identify key achievements which will demonstrate each of the competencies required by TII for this role.

All applications must be submitted for consideration by email only.

Closing Date: The deadline for applications is no later than 5.30pm on 21st February 2025

Please refer to <https://www.tii.ie/en/> for further insight into our client's organisation and business.

# Contact Information

A photograph of a modern tram on a city street. The tram is silver and yellow, with the number 2032 on its front. It is moving along a track. In the background, there is a large, classical building with columns and a pediment. The sky is blue with some white clouds. The overall image has a blue tint.

For more information contact:

Emilia Kilburn

T: +44 (0) 203 026 3874  
M: +44 (0) 7419 138 837  
E: [ek@newsomconsulting.co.uk](mailto:ek@newsomconsulting.co.uk)

Jim Newsom

T: +44 (0) 203 026 3871  
M: +44 (0) 7590 478 088  
E: [jn@newsomconsulting.co.uk](mailto:jn@newsomconsulting.co.uk)

Shay Dalton

T: + 353 1 661 0444  
E: [info@steeringpoint.ie](mailto:info@steeringpoint.ie)



# Appendices

## Appendix A – Eligibility Conditions

### Health

A candidate for and any person holding the role must be fully competent and capable of undertaking duties attached to the role and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

### Eligibility

Candidates should note that eligibility to commence the role is conditional upon candidates, where applicable, having the necessary requisite work permits/visas/permissions to enable them to work legally in this country.

Candidates must, by the date of any job offer, be:

- a) A citizen of the European Economic Area (EEA). The EEA consists of the Member States of the European Union, Iceland, Liechtenstein and Norway; or
- b) A citizen of the United Kingdom (UK); or
- c) A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons; or
- d) A non-EEA citizen who is a spouse or child of an EEA or Swiss citizen and has a stamp 4 visa; or
- e) A person awarded international protection under the International Protection Act 2015 or any family member entitled to remain in the State as a result of family reunification and has a stamp 4 visa; or
- f) A non-EEA citizen who is a parent of a dependent child who is a citizen of, and resident in, an EEA member state or Switzerland and has a stamp 4 visa.

### Certain Restrictions on Eligibility

Eligibility to compete may be affected where applicants were formerly employed by a Public Sector body and previously availed of a Public Service Redundancy or Incentivised Retirement Scheme including:

- Incentivised Scheme for Early Retirement (ISER)
- Department of Health and Children Circular (7/2010)
- Department of Environment, Community & Local Government Circular (Letter LG (P) 06/2013)
- Collective Agreement: Redundancy Payments to the Public Service

### Incentivised Scheme for Early Retirement (ISER):

It is a condition of the Incentivised Scheme for Early Retirement (ISER) as set out in Department of Finance Circular 12/2009 that retirees, under that Scheme, are debarred from applying for another position in the same employment or the same sector. Therefore, such retirees may not apply for this position.

**Department of Health and Children Circular (7/2010):**

The Department of Health Circular 7/2010 dated 1 November 2010 introduced a Targeted Voluntary Early Retirement (VER) Scheme and Voluntary Redundancy Schemes (VRS). It is a condition of the VER scheme that persons availing of the scheme will not be eligible for re-employment in the public health sector or in the wider public service or in a body wholly or mainly funded from public moneys. The same prohibition on re-employment applies under the VRS, except that the prohibition is for a period of 7 years, after which time any re-employment will require the approval of the Minister for Public Expenditure and NDP Delivery and Reform. People who availed of either of these schemes are not eligible to compete in this competition.

**Department of Environment, Community & Local Government (Circular Letter LG (P) 06/2013)**

The department of Environment, Community & Local Government Circular Letter LG (P) 06/2013 introduced a Voluntary Redundancy Scheme for Local Authorities. In accordance with the terms of the Collective Agreement: Redundancy Payments to Public Servants dated 28 June 2012 as detailed above, it is a specific condition of that VER scheme that persons will not be eligible for re-employment in any Public Sector body] as defined by the Financial Emergency Measures in the Public Interest Acts 2009 – 2011 and the Public Service Pensions (Single Scheme and Other Provisions) Act 2012] for a period of 2 years from their date of departure under this Scheme. Thereafter, the consent of the Minister for Public Expenditure and Reform will be required prior to re-employment. These conditions also apply in the case of engagement / employment on a contract for service basis (either as a contractor or as an employee of a contractor).

**Collective Agreement: Redundancy Payments to Public Servants**

The Department of Public Expenditure and Reform letter dated 28th June 2012 to Personnel Officers introduced, with effect from 1st June 2012, a Collective Agreement which had been reached between the Department of Public Expenditure and Reform and the Public Services Committee of the ICTU in relation to ex-gratia Redundancy Payments to Public Servants. It is a condition of the Collective Agreement that persons availing of the agreement will not be eligible for re-employment in the public service by any public service body (as defined by the Financial Emergency Measures in the Public Interest Acts 2009 – 2011) for a period of 2 years from termination of the employment. Thereafter the consent of the Minister for Public Expenditure and Reform will be required prior to re-employment. People who availed of this scheme and who may be successful in this competition will have to prove their eligibility (expiry of period of non-eligibility) and the Minister's consent will have to be secured prior to employment by any public service body.

**Declaration**

Applicants will be required to declare whether they have previously availed of a Public Service scheme of incentivised early retirement. Applicants will also be required to declare any entitlements to a Public Service pension benefit (in payment or preserved) from any other Public Service employment and/or where they have received a payment-in-lieu in respect of service in any Public Service employment as limitations on pension accrual and/or pension abatement may apply.



## Appendix B - General Data Protection Regulation (GDPR)

When your application is received, we create a record in your name, which contains much of the personal information you have supplied. This personal record is used solely in processing your candidature. Such information held is subject to the rights and obligations set out in the Data Protection Acts 1988 to 2018.

Newsom Consulting, as Data Controller, is committed to protecting all personal and special categories of data held on you. This Data Protection Notice sets out the foundation on which all personal data that Newsom Consulting collect from you, the “data subject”, or that you provide to us via several sources will be processed by us. We also want you to be clear as to what rights you can invoke to help you to protect your privacy. In this regard, it is important that you read this Data Protection Notice and understand our use of your personal data. Please note that we reserve the right to update this Data Protection Notice as required.

Our website <https://newsomconsulting.co.uk/privacy-policy/> clearly sets out our Privacy Policy and our approach and obligations under Data Protection legislation. Any queries in relation to DP should come through [jn@newsomconsulting.co.uk](mailto:jn@newsomconsulting.co.uk).

For Transport Infrastructure Ireland’s GDPR provisions in relation to recruitment please see TII’s website at: <https://www.tii.ie/en/privacy/>

For Steering Point’s GDPR provisions in relation to recruitment, please see <https://steeringpoint.ie/privacy-policy/>.

## Appendix C - Conditions of Service

Conditions of service will be applied in line with all relevant governmental circulars/procedures and policies applicable at time of placement.

### Outside Employment

Appointees to full-time positions may not engage in private practice or be connected with any outside business which would interfere with the performance of official duties.

### Superannuation and Retirement

The successful candidate will be offered the appropriate superannuation terms and conditions as prevailing in the public service at the time of being offered an appointment. In general, this means being offered appointment based on membership of the Single Public Service Pension Scheme ("Single Scheme"). Full details of the Single Scheme can be found at <http://www.singlepensionscheme.gov.ie>. The maximum retirement age for most Single Scheme members is age 70.

Different terms and conditions related to superannuation and retirement may apply to candidates who have worked in a pensionable (non-Single Scheme terms) public service job in the 26 weeks prior to appointment, or is currently on a career break, or is on special leave with or without pay. The pension entitlements and maximum retirement age, if applicable, of such appointees will be determined in the context of their public service employment history.

Key provisions attaching to membership of the Single Scheme are as follows:

- Pensionable Age: The minimum age at which pension is payable is the same as the age of eligibility for the State Pension, currently 66.
- Retirement Age: Scheme members must retire on reaching the age of 70.
- Career average earnings are used to calculate benefits (a pension and lump sum amount accrue each year and are up-rated each year by reference to CPI).
- Post retirement pension increases are linked to CPI.

### Additional Superannuation Contribution

This appointment is subject to the Additional Superannuation Contribution (ASC) in accordance with the Public Service Pay and Pensions Act 2017. Note: ASC deductions are in addition to any pension contributions (main scheme and spouses' and children's contributions) required under the rules of your pension scheme.

### Pension Accrual

A 40-year limit on total service that can be counted towards pension where a person has been a member of more than one pre-existing public service pension scheme (i.e., non-Single Scheme) as per the 2012 Act shall apply. This 40-year limit is provided for in the Public Service Pensions (Single Scheme and Other Provisions) Act 2012. This may have implications for any appointee who has acquired pension rights in a previous public service employment.



### **Pension Abatement**

If the appointee has previously been employed in the Civil or Public Service and is in receipt of a pension from the Civil or Public Service or where a Civil/Public Service pension comes into payment during his/her re-employment that pension will be subject to abatement in accordance with the Public Service Pensions (Single Scheme and Other Provisions) Act 2012.

Please note: In applying for this position, you are acknowledging that you understand that the abatement provisions, where relevant, will apply. It is not envisaged that the employing body will support an application for an abatement waiver in respect of appointments in this position.

However, if the appointee was previously employed in the Civil or Public Service and awarded a pension under voluntary early retirement arrangements (other than the Incentivised Scheme of Early Retirement (ISER), the Department of Health Circular 7/2010 VER/VRS or the Department of Environment, Community & Local Government Circular letter LG(P) 06/2013, any of which renders a person ineligible for the competition) the entitlement to that pension will cease with effect from the date of reappointment. Special arrangements may however be made for the reckoning of previous service given by the appointee for the purpose of any future superannuation award for which the appointee may be eligible.

### **Ill-Health-Retirement**

Please note that where an individual has retired from a Civil/Public Service body on the grounds of ill-health his/her pension from that employment may be subject to review in accordance with the rules of ill-health retirement within the pension scheme of that employment.

Applicants will be required to attend a medical assessment to assess their ability to provide regular and effective service taking account of the condition which qualified them for IHR.

### **Appointment post Ill-health retirement from Civil Service**

If successful in their application through the competition, the applicant should be aware of the following:

1. If deemed fit to provide regular and effective service and assigned to a post, their civil service ill-health pension ceases.
2. If the applicant subsequently fails to complete probation or decides to leave their assigned post, there can be no reversion to the civil service IHR status, nor reinstatement of the civil service IHR pension, that existed prior to the application nor is there an entitlement to same.
3. The applicant will become a member of the Single Public Service Pension Scheme (SPSPS) upon appointment if they have had a break in pensionable public/civil service of more than 26 weeks.

### **Appointment post Ill-health retirement from public service:**

1. Where an individual has retired from a public service body his/her ill-health pension from that employment may be subject to review in accordance with the rules of ill-health retirement under that scheme.
2. If an applicant is successful, on appointment the applicant will be required to declare whether they are in receipt of a public service pension (ill-health or otherwise) and their public service pension may be subject to abatement.
3. The applicant will become a member of the Single Public Service Pension Scheme (SPSPS) upon appointment if they have had a break in pensionable public/civil service of more than 26 weeks.

### **Additional Conditions Applicable to this Role**

- Unfair Dismissals Acts 1977-2015: The Unfair Dismissals Acts 1977-2015 will not apply to the termination of the employment by reason only of the expiry of the fixed-term contract (e.g. the fixed-term or specified purpose) without it being renewed.
- Organisation of Working Time Act 1997: The terms of the organisation of Working Time Act, 1997 will apply, where appropriate, to this employment.
- Ethics in Public Office Act 1995 to 2001: The Ethics in Public Office Acts 1995 to 2001 will apply, where appropriate, to this employment.
- Official Secrecy and Integrity: During the term of the probationary contract, an officer will be subject to the Provisions of the Official Secrets Act, 1963, as amended by the Freedom of Information Act 2014. The officer will agree not to disclose to unauthorised third parties any confidential information, especially information with commercial potential, either during or subsequent to the period of employment.
- Probation Period: A probationary period will apply to this position.
- Hours of attendance: Hours of attendance will be fixed from time to time but will amount to not less than 41 hours and 15 minutes gross per week or 35 hours net of lunch breaks. The successful candidate will be required to work such additional hours from time to time as may be reasonable and necessary for the proper performance of his/her duties subject to the limits set down in the working time regulations. The rate of remuneration payable covers any extra attendance liability that may arise from time to time.
- Sick Leave: Pay during properly certified sick absence, provided there is no evidence of permanent disability for service, will apply on a pro-rata basis, in accordance with the provisions of the Public Service Sick Leave Scheme.

The above is non-contractual and provides an overview of the principal conditions applicable to this role. It is not intended to be a comprehensive list of the terms and conditions of employment which will be set out in the employment contract.



## Appendix D - Other Important Information

### Existing serving civil or public servant

Candidates should note that different terms and conditions may apply if, immediately prior to appointment, the appointee is a serving civil or public servant.

### Suitability

The admission of a person to a competition, or invitation to attend interview, or a successful result letter,

is not to be taken as implying that TII is satisfied that such a person fulfils the requirements or is not disqualified by law from holding the position.

TII will make all such enquiries that are deemed necessary to determine the suitability of candidates for recommendation by Newsom. Until all stages of the recruitment process have been fully completed a final determination cannot be made nor can it be deemed or inferred that such a determination has been made. Should the person recommended for appointment decline, or having accepted it, relinquish it, Newsom may at its discretion, select and recommend another person for appointment on the results of this selection process.

### The importance of Confidentiality

We would like to assure you that protecting confidentiality is a priority. You can expect, and we guarantee, that all enquires, applications and all aspects of the proceedings are treated as strictly confidential and are not disclosed to anyone, outside those directly involved in that aspect of the process.

### Deeming of candidature to be withdrawn

Candidates who do not attend for interview or other test when and where required by Newsom, or who do not, when requested, furnish such evidence as Newsom require in regard to any matter relevant to their candidature, will have no further claim to consideration.

### Candidates' Obligations

Candidates must not:

- knowingly or recklessly provide false information.
- canvass any person with or without inducements.
- Interfere with or compromise the process in any way.
- A third party must not impersonate a candidate at any stage of the process.
- Candidates should note that contravention of the above provisions will lead to disqualification and will result in their exclusion from the process. Where a candidate has been appointed subsequently to the recruitment process in question, he/she shall forfeit that appointment.

## Core Competencies

Leading Others	<ul style="list-style-type: none"><li>• Shapes the culture and working ethos in line with organisational values</li><li>• Leads, motivates and manages to optimise performance and effectiveness</li><li>• Inspires, motivates and empowers their team to achieve organisational and personal goals</li><li>• Balancing engagement and authority – tackling difficult issues proactively</li><li>• Shows a very broad perspective and a long term view</li><li>• Builds the potential of the organisation and mentors staff to optimise their contribution to the organisation in the long term.</li></ul>
Managing for Results	<ul style="list-style-type: none"><li>• Shows a strong bias towards execution, ensuring that high-level objectives are translated into practical implementation plans that achieve the expected outcomes</li><li>• Adopts and applies innovative methods, sustainability principles and technologies to implement strategy and manage change.</li><li>• Puts a strong emphasis on productivity and the efficient deployment of financial and human resources</li><li>• Shows expertise in managing programmes to achieve expected benefits while meeting cost, schedule, quality and safety objectives</li><li>• Measures and monitors financial performance and reports expenditure against budget / approved financial envelopes, manages financials and establishes efficiency metrics</li><li>• Puts in place processes and systems that assign accountabilities clearly and that measure impact and value for money.</li><li>• Understands risks and how to remove obstacles that threaten success</li><li>• Taking accountability for meeting key business priorities</li><li>• Leads successful contract negotiations</li></ul>
Communication and Managing Relationships	<ul style="list-style-type: none"><li>• Projects personal credibility and expertise to others and fronts the organisation in an authoritative manner.</li><li>• Communicates effectively in a variety of settings including with government agencies and other government representatives</li><li>• Successfully influences others by the effective use of information, understanding their audience and securing buy-in across the programme and its internal and external stakeholders.</li><li>• Develops successful communication strategies on critical, sensitive or high profile issues.</li><li>• Fosters strongly cooperative working relationships with senior colleagues both within and outside the organisation.</li><li>• Applies appropriate relationship management strategies to effectively deliver business objectives and resolve disputes</li><li>• Influencing stakeholders and overcoming resistance</li><li>• Aligns strategic objectives with stakeholder needs and manages expectations.</li></ul>
Establishing Strategy, Vision and Purpose	<ul style="list-style-type: none"><li>• Shaping of strategy and policy at strategic level</li><li>• Leads on preparing for and implementing significant change and reform</li><li>• Anticipates and responds quickly to developments in the environment</li><li>• Establishes and communicates a clear vision and sense of core purpose for TII in line with organisational objectives.</li><li>• Shapes and champions this vision, translating it into practical terms that secures the buy-in across the organisation and its stakeholders.</li><li>• Converts this vision into meaningful objectives and ensures that relevant structures and systems are aligned to deliver on these objectives.</li></ul>



## Core Competencies

Building Partnerships and Stakeholder Relationships	<ul style="list-style-type: none"><li>• Works effectively within the political process, recognising and managing the tensions arising from different stakeholders perspectives.</li><li>• Anticipates where sensitivities and complexities may arise and plans his/her approach accordingly.</li><li>• Represents the programme's view with integrity while negotiating skilfully to achieve mutually acceptable outcomes.</li><li>• Shows diplomacy, discretion and tact in dealing with high tension situations.</li><li>• Building long-term relationships with customers, colleagues and other stakeholders</li><li>• Understanding the needs, concerns and pressures of others</li><li>• Breaking business silos and encouraging cross-functional working</li><li>• Proactive in providing support to others</li><li>• Sharing knowledge, ideas and feedback with colleagues.</li></ul>
Judgement and Systemic Perspective	<ul style="list-style-type: none"><li>• Takes a systemic overview of issues and evaluates them comprehensively in the context of the broad political and legal environment.</li><li>• Considers and balances different strategic priorities for the programme and the wider stakeholder environment when making decisions</li><li>• Is incisive and focussed on the priorities when evaluating problems.</li><li>• Is a systems thinker, identifies knock on implications of decisions being made.</li><li>• Provides and evaluates a number of solutions both in the immediate context and whilst considering the impact on longer-term objectives.</li><li>• Identifies and manages risk appropriately</li></ul>
Professional Integrity and public service values	<ul style="list-style-type: none"><li>• Adheres to and promotes values and an ethical approach in keeping with the mission of TII .</li><li>• Brings a consistently high level of personal and professional commitment to their role</li><li>• Commits to the development and implementation of policies and programmes within the overall TII strategy.</li><li>• Monitors and applies relevant legislation, policies and procedures to advance the TII strategic goals.</li><li>• Makes clear, timely and well-grounded decisions on important issues.</li></ul>