



JOB PROFILE

Job Title:	Chief Executive
Department:	CEO Office
Accountable to:	Non-executive Chairman

Job Purpose:

To provide leadership and direction toward the achievement of the Group's philosophy, mission, strategy and its goals and objectives, and to safeguard and grow the assets of the Group. To establish a culture of honesty, integrity and discipline throughout the Group.

Main Duties:

- To lead the strategic planning for the organisation and deliver the agreed objectives
- To instil a culture of honesty, integrity and discipline within the Group, and to create an environment whereby fair treatment of customers is at the forefront of all actions
- Ensure that the Group achieves the TCF consumer outcome 1 “Customers can be confident that they are dealing with a firm where the fair treatment of customers is central to the corporate culture”
- To provide effective leadership to the organisation’s staff and to create and maintain a high quality senior management team with clearly assigned responsibilities and targets
- To maintain effective systems and controls throughout the Group and work with the board of directors to achieve effective corporate governance
- To implement best practice in staff management and appraisal
- To provide sound financial management
- To establish and maintain effective systems of communication.
- To hold the Financial Services Authority (FSA) Controlled Function CF1 Director and CF3 Chief Executive.

Qualifications:

- Educated to a good standard with a financial services qualification

Skills:

- Complete portfolio of management skills, including operations, marketing, finance and human resources
- Good strategic planning skills and the ability to translate strategic plans into reality and to ensure delivery and performance
- Strong and proven leadership and motivational skills with evidence of a commitment to attainment of good practice
- Skilled in people management, a team player with the ability to establish and maintain good working relationships with all contacts and colleagues
- An in-depth understanding of the ‘treating customers fairly’ cultural requirements as set by the FSA.
- High level of oral and written communication skills and personal presentation skills

- Ability to present an argument persuasively, negotiate successfully and influence the decisions of others
- Reliable, a sense of responsibility and self reliant

Experience:

- A successful career and employment record showing evidence of progression to a senior management position in a financial services organisation
- Direct involvement in the development of strategy, policies, business planning and financial management
- Effective management of staff
- Communication with the media