



**GENERAL MANAGER**

**JOB & PERSON SPECIFICATION**

**JULY 2021**

Position Details			
<b>Position Title:</b>	General Manager, Levett		
<b>Business Unit:</b>	Levett Engineering	<b>Location:</b>	Adelaide

### Key Responsibilities:

*These are the major areas of responsibility for the position, and the major activities carried out in these areas. Group the key areas together by theme and provide an appropriate sub-heading. List the major activities/duties attached to each key area of responsibility. Keep descriptions brief and begin with an action verb. Where possible include an outcome or measure to assess achievement.*

#### 1. Strategic Direction

- Create a compelling vision for the Division and lead with purpose to achieve it
- Design, plan and implement business strategies, plans and procedures to ensure business growth and future success
- Work with Department leaders and other ASDAM GMs to support wider organisational goals

#### 2. Leadership

- Lead the organisation, mirroring the mission and core values, each and every day
- Lead across multiple functions to maximise cohesion and collaboration
- Collaborate with the management team to develop and implement plans for the operational infrastructure of systems, processes, and personnel

#### 3. Financial

- Manage the Departments costs, determine budgets and implement plans to effectively achieve revenue and profit goals.

#### 4. Operational

- Oversee daily operations and the work of direct reports
- Ensure operational excellence by promoting collaboration, optimising processes and fostering continuous improvement.
- Oversee the operational and business risk and manage accordingly

#### 5. Customer

- Apply a customer-centric approach and deliver exceptional solutions/outcomes for every customer, building long and successful relationships.

#### 6. People Capability

- Manage a diverse team, with a strong focus on coaching, development and empowering others to show initiative and be accountable
- Ensure the division has appropriate people processes and frameworks in place and that these are being adhered to at all levels

#### 7. Health and Safety (applicable to all roles)

- Lead Levett's commitment to health and safety excellence, complying with Levett's requirements and legislated obligations.
- Participate and lead, as required from time to time, in health and safety improvement activities.

Knowledge, Skills, Experience and Qualifications needed for the role:	Essential	Desirable
• Tertiary qualification in relevant field	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Seasoned professional with proven success in executive / senior leadership roles in relevant industries – manufacturing, engineering, defence, aerospace highly regarded	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Proven experience in successfully leading across multiple functions – sales, engineering, manufacturing and support staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Demonstrated results in operational excellence	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• Customer-centric approach with proven capabilities in developing strong relationships with clients	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Personal Attributes and Qualities needed for the role:**

- Strategic agility: Sees ahead clearly and anticipates future consequences/opportunities; applies a broad knowledge and perspective to create competitive business plans; clearly articulates the future vision.
- Effective, authentic and capable leader, able to build effective teams - create strong morale and team spirit, shares wins, fosters open dialogue and rigorous discussion, encourages accountability for results and invests time in development.
- Driven to achieve results
- Customer focussed and comfortable navigating complex relationships

**Working Relationships:**

*Overview of the key relationships and how the role fits into the Organisation*

<b>Reports to:</b>	CEO
<b>Direct Reports:</b>	Quality Manager, Operations Manager, Program Manager, Sales Manager, Financial Controller (Shared)
<b>Internal Contacts:</b>	Approx 80 employees within the Division
<b>External Contacts:</b>	Key customers in Defence and Aerospace, with customers also in the commercial space, Government agencies



## HOW TO APPLY

Applications should be addressed to Andrew Reed. Please visit [henderconsulting.com.au](http://henderconsulting.com.au) to apply.

For a confidential discussion, please call Andrew or Justin Hinora on (08) 8100 8827.

### **Please Note**

Your application will be automatically acknowledged by a return email.