Candidate Brief

for the position of

Chief Financial Officer - MetroLink

Transport Infrastructure Ireland

September 2026

Contents

Introduction

Thank you for your interest in the position of Chief Financial Officer for the MetroLink Programme with Transport Infrastructure Ireland (TII).

This is an exciting opportunity to be part of the largest ever transport infrastructure project undertaken in Ireland. As MetroLink's Chief Financial Officer (CFO), you will be central to the delivery of the MetroLink Programme.

You will be a key member of the MetroLink Senior Management Team, responsible for leading the CFO Division which provides the necessary professional supports to enable the successful delivery of strategic objectives.

The CFO will be responsible for establishing and leading the Finance, Human Resources, ICT, Governance & Legal and enterprise PMO (EPMO) functions. They will ensure robust governance, effective organisational controls and the stewardship of public funds.

The role will oversee the frameworks, processes and reporting required to provide a single source of truth across the organisation, promoting transparency of performance, informed decision-making and effective delivery assurance. The CFO will contribute actively to corporate decision-making and the resolution of cross-functional and cross-organisational issues to support the successful delivery of MetroLink.

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 role of Chief Financial Officer, the recruitment process and conditions of service.

Strategic Importance of MetroLink

MetroLink is Ireland's first fully automated, high-capacity metro system and represents the most significant transport infrastructure investment in the State in almost a century. Dublin's transport infrastructure is under increasing pressure due to sustained population growth and rising congestion levels. The city's population has grown from approximately 1.3 million in 2011 to 1.5 million in 2024, with projections reaching 1.9 million by 2036. In parallel, Dublin was ranked the third most congested city in Europe in 2025, highlighting the urgency for a transformative transport solution.

The programme will deliver a modern, efficient and fully integrated rail service comprising 16 stations linking Swords North Co Dublin, Dublin Airport and Dublin City Centre. The system is designed to operate at high frequency, with trains running every three minutes during peak periods and the capacity to carry up to 20,000 passengers per hour in each direction.

MetroLink will be fully electrified, supporting national climate objectives, and will integrate seamlessly with existing public transport networks including Irish Rail, DART, Luas and Dublin Bus, enabling a step-change in how people move across the Greater Dublin Area.

TII Overview

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

Purpose & Vision

TII’s purpose is to deliver and maintain transport infrastructure and services, enabling connectivity and regional development

Its vision is to support the advancement of a connected and sustainable future for Ireland, through a safe, efficient and integrated transport network.

Strategy

TII’s Statement of Strategy sets out the strategic objectives and actions to which TII is committed for the period 2026 to 2030 against the backdrop of TII’s national road and light rail related remit and Government priorities.

Useful References:

Statement of Strategy: TII Statement of Strategy 2026-2030

Scheme Overview

MetroLink is a transformative piece of new public transport infrastructure, the first of its kind in Ireland. It will comprise a high-capacity, high-frequency, modern and efficient metro railway, with 16 new stations running from Swords, in north county Dublin, to Charlemont in the city centre. The alignment will link Dublin Airport, Irish Rail, DART, Dublin Bus and Luas services and create a fully integrated public transport network for the Greater Dublin Area (GDA).

As well as linking major transport hubs, MetroLink will connect key destinations including Ballymun, the Mater Hospital, the Rotunda Hospital, Dublin City University (DCU) and Trinity College Dublin (TCD).

MetroLink will deliver a quantum leap in transport capacity. At full operation, the system will carry up to 20,000 passengers per hour per direction—equivalent to approximately 800 buses operating continuously and it is estimated that MetroLink will carry up to 53 million passengers annually.

Journey times will also be significantly improved, with travel from Dublin Airport to the city centre taking approximately 20–25 minutes, delivering faster, more reliable and congestion-free journeys.

Short videos on the programme can be found here: [Videos - MetroLinkWeb]

Key Facts:

- Automated metro system GoA4
- Overall Scheme Length: 19 km
- 2 major tunnels
- Central section at airport: 2.4 km
- Southern section to city centre:10.1 km
- 16 Stations including 11 underground
- The approved Preliminary Business Case, developed in 2021 had a capital cost forecast for MetroLink in the range of €7.16 billion and €12.25 billion (excl VAT)

MetroLink Structure

Current - TII

Metrolink is currently being delivered by TII as a separate Division of TII. An Agile Client Model is applied where TII appointed personnel to fulfil key leadership roles within the MetroLink Division and other roles, augmenting the Division, are resourced from a partnership with 2 key external organisations with relevant experience, skills, and resources, the Client Partner and the Programme Delivery Partner.

The TII leadership roles have been sanctioned by the Department of Public Expenditure, Infrastructure, Public Service Reform and Digitalisation and are currently being recruited on a phased basis. The Client Partner is in place since Q4 2023 and the Programme Delivery Partner will be onboarded in Q3 of this year.

The MetroLink Directorate also interfaces with TII Corporate in certain areas.

Future – Dedicated MetroLink Delivery Body

The Government has approved the establishment of a dedicated MetroLink delivery body under the aegis of the Minister for Transport. The General Scheme of a Bill to give legislative effect to the body and the related high level governance arrangements was approved by Government in June 2026. The legislative process is expected to be complete by 2027 with the delivery body expected to be established in summer 2027 and the MetroLink activities then moving on a phased basis from TII to the new delivery body. Transition plans for this transfer are underway.

Programme Delivery

The MetroLink programme is being delivered through a multi-package procurement strategy, including:

- Enabling works packages (M100s) including utilities, archaeology and specialist services;
- Two major civil engineering contracts (M401 and M402) covering tunnels and station structures;
- A Design Build Finance Operate and Maintain (DBFOM) contract (M500) covering rail systems, station fit-out, Depot, rolling stock, operations and maintenance;

The programme is operating within a highly competitive international market, requiring coordination with other major infrastructure projects, strong stakeholder engagement, and careful management of construction in dense urban environments.

Programme Progress to Date

The programme has reached a critical stage in its development:

- Operational Railway Order granted in January 2026;
- Q2 2026 Acquisition of a critical swathe of land spanning some 200 metres of continuous frontage along O'Connell Street in Dublin's North Inner City, to facilitate the development of MetroLink
- Q3 2026: Launch of the MetroLink Opportunity Portal
- Q3 2026: Relocation of MetroLink team to new office space at Cooper's Cross in Dublin's historic Docklands region
- Q3 2026: Land access available

These milestones position MetroLink to transition from planning and procurement into delivery with commencement of passenger services expected in mid-2030's. During September 2025, MetroLink undertook an extensive programme of market engagement across seven European cities - Dublin, London, Paris, Milan, Berlin, Vienna, and Madrid to support the launch of the Global PIN and stimulate interest in the M400, M500, and Project Delivery Partner packages. The engagement not only laid a strong foundation for the procurement phases, positioning MetroLink as a credible and attractive opportunity for global infrastructure delivery, it also established a new standard for how major infrastructure programmes in Ireland should approach market engagement.

The launch in Dublin was underpinned by strong political support, including public endorsements from both the Taoiseach and Tánaiste, and in London, diplomatic engagement with the UK Rail Minister. This visible commitment signalled to the market that MetroLink is a national priority with cross-government alignment, which in turn resulted in a significant increase in interest and confidence in the programme, reinforced by a public show of commitment by Government.

TII Metrolink Chief Financial Officer– Responsibilities and Requirements

The Role

We are looking for a leader (which will report into the CEO Designate and will have direct reports of functional heads) who has clear experience supporting the delivery of large-scale infrastructure projects/programmes. The MetroLink Chief Financial Officer is responsible for establishing and leading the financial strategy, governance, and performance of MetroLink, ensuring robust financial control while enabling long-term, capital-intensive infrastructure delivery, through oversight responsibility of the key enabling functions of finance including EPMO, Governance & Legal, Human Resources and ICT.

The role holder has responsibility for the promotion and delivery of good financial management so that public money is always safeguarded and is used appropriately, economically, efficiently and effectively. The role provides strategic leadership across other key support areas detailed above, supporting executive decision-making and ensuring compliance with statutory, regulatory, and funding requirements.

Key Responsibilities

- Establishing and mobilising the CFO function comprising, Finance, EPMO, Human Resources, Governance & Legal (including Company Secretary), and ICT, demonstrating organisational leadership and collaborating with the MetroLink Board, CEO designate and the Metrolink Executive team to define how decisions are made, how teams are led and how individuals are motivated to ensure the vision and strategic objectives of MetroLink are achieved.

Finance

- Leading the promotion and delivery of good financial management so that public money is safeguarded at all times and used appropriately, economically, efficiently and effectively;
- Advising the MetroLink Board and Executive Team on all matters of financial strategy and lead the formulation and implementation of the new organisation's approved financial strategy, aligned to long-term infrastructure investment objectives;
- Translating corporate objectives into robust financial strategies, policies and procedures that support delivery while safeguarding the organisation's ongoing financial viability;
- Overseeing multi annual funding, budgeting, forecasting, and long-term financial modelling;
- Overseeing systems that monitor performance against revenue and capital budgets, ensuring the Board is sighted on progress against financial plans and emerging variances, identifying opportunities for cost optimisation, value creation, and improved financial efficiency across the organisation;
- Implementing effective internal controls covering budgetary systems, supervision, management review and monitoring, physical safeguards, segregation of duties, accounting procedures, information systems and authorisation and approval processes;
- Leading risk management, including cost pressures, funding risk, inflation exposure,

and contract risk and embedding a proactive risk management culture across all aspects of MetroLink's delivery:

- Oversee the annual C&AG audit and the delivery of the annual financial statements, along with all financial transaction processing and tax compliance.

Enterprise PMO (EPMO):

- Provide executive oversight of the Enterprise PMO and its governance, assurance and reporting functions;
- Ensure robust portfolio visibility for the Board and Executive Team, including programme performance, risks, dependencies and key decision requirements:
- Drive effective prioritisation, resource allocation and delivery assurance across the MetroLink portfolio:
- Ensuring there is a robust, effective, and agile change management process in place throughout the delivery of MetroLink and working with all relevant functions of the organisation and Partner organisations to bring a holistic approach;
- Overseeing production and ensuring the delivery of all reporting requirements across the MetroLink governance structure and to external stakeholders, including the Major Project Governance and Oversight Group (MPGOG), Major Projects Advisory Group (MPAG) and other government committees.

Human Resources

- Overseeing the HR function for both staff and contractors, ensuring effective delivery across workforce planning, talent acquisition, employee relations, performance management, learning and development, compensation, and policy administration;
- Promoting initiatives that strengthen organisational capability, leadership development, succession planning, and workforce effectiveness;

ICT

- Overseeing the IT function, operations, systems, infrastructure, cybersecurity, and service delivery to ensure reliable, secure, and efficient technology support across the programme/organization;
- Ensuring appropriate IT governance, business continuity, disaster recovery, data protection, and cybersecurity controls are in place.

Governance and Legal

- Leading and directing the MetroLink work in the establishment of the Statutory Delivery Body;
- Promoting best practice in corporate governance. Management of compliance with establishing legislation, Public Sector policies and procedures and in particular the Code of Practice for the Governance of State Bodies and the Public Spending Code;
- Oversight of the management of legal matters such as commercial contracts, insurance, claims and litigation, property and planning;
- Oversight of the delivery of the requirements of the Performance Delivery Agreement which outlines agreed levels of service and performance and the Oversight Agreement which defines respective roles and responsibilities of the body and the Department.

Person Requirements:

TII requires the role holder to have significant experience providing executive leadership to Finance, HR and programme governance functions in support of major infrastructure, capital investment or other complex transformation programmes.

The Chief Financial Officer is responsible for leading and integrating MetroLink's core enabling functions to ensure effective operational performance, strong governance, and alignment with strategic objectives. The role provides senior leadership across these business services areas, driving efficiency, compliance, service excellence, and continuous improvement.

Required Experience:

- 15+ years' senior finance leadership experience, including responsibility for financial oversight, governance and assurance of significant capital investment programmes within complex organisations.
- Operating within multi-million Euro/or equivalent programmes, with multi-disciplinary functions.
- Strong experience managing large budgets, complex funding models, and long-term capital programmes.
- Proven track record of leading audits, statutory reporting, and financial governance.
- A proven track record of leading and delivering change management initiatives including people management and performance improvement in a complex environment with a proven track record of outstanding business performance.
- Strong track record of leadership in governance and HR roles.
- Strong commercial acumen with the ability to influence senior stakeholders
- Developing and embedding standard operating procedures
- Detailed knowledge and experience of state authority governance requirements and in-depth knowledge in managing interactions with central government.
- Project management and the ability to communicate effectively across all levels, delivering solutions and results in multidisciplinary and dynamic environments.
- Risk, Opportunities & Value Management.
- Talented people manager, with line and performance management experience capable of driving and motivating a team and deploying resources (organisation/ people)
- Embedding organisations in new ways of working.
- Excellent communication skills, well developed skills in negotiating and a collaborative approach to work.

Desirable

- Experience in regulated environments, or government-funded bodies.

Qualifications

- BA in relevant discipline (Accounting, Finance, Business etc)
- MA / MSc in a relevant discipline is desirable.
- Applicants must be chartered with suitable professional body (e.g., ACA, ACCA, CIMA)

Core Competencies:

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

A further description of the core competencies is outlined below. A further description of the core competencies is outlined below.

Principal Conditions of Service

As outlined above, it is expected that all staff employed within the MetroLink Division of TII at the time of the establishment of the MetroLink body will transfer to that body following its establishment. In common with such transfers in the public sector, it is expected that employees will transfer on terms and conditions that are no less favourable to the employee, in accordance with any primary legislation enacted by the Oireachtas.

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: TII seeks to appoint a suitably qualified and experienced candidate to the post and recognises some candidates may be currently based internationally. Compensation will be discussed with each candidate and will be commensurate with experience within the parameters for which TII has approval
- Pension: Single Public Service Pension Scheme (SPSPS). (See Appendix C below)
- Annual Leave – 30 days plus Irish bank holidays
- Tenure: The appointment will be on a specified-purpose basis
- Location: The headquarters of TII are in Parkgate Business Centre, Parkgate Street, Dublin 8, D08 DK10. MetroLink head office is located at Coopers Cross, Building 2, Mayor Street Upper, North Wall, Dublin 1.

The Recruitment Process

TII will manage the recruitment and selection process for this position. TII will convene an expert selection board to assess candidates and conduct the competitive stages of the process in accordance with its recruitment and selection procedures.

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, using competency-based questions and application screening
- Psychometric assessment and evaluation
- A second interview with a selection panel and a presentation if required.

Shortlisting

Where shortlisting is required, a selection board convened by TII will examine the information provided in each application against predetermined criteria based on the requirements of the position. These criteria may include both the essential and desirable requirements. It is therefore in each candidate's interest to provide a detailed and accurate account of their qualifications and experience.

Recruitment Timescales

Closing Date for applications – Monday 21st September 2026

Shortlisting – c. end September 2026

TII 1st Interviews – c. mid October 2026

TII 2nd Interviews – c. early November 2026

Requests for Reasonable Accommodations

TII, in line with the Employment Equality Acts 1998–2021, will, where required, provide reasonable accommodation to meet the needs of a person with a disability and will ensure that its services are accessible across the range of disabilities. If you require reasonable accommodation, please indicate this during the application process by emailing to metrolinkjobs@tii.ie. If selected for interview, any request may need to be accompanied by a medical or psychologist's report to provide TII with the information necessary to consider the request promptly. TII 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

Documents and information related to the application process are available in an alternative format. Requests should be emailed tojobs@tii.ie. 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 three working days of receipt and dealt with within ten working days. Where a delay occurs, TII will confirm the revised date by which the information is expected to be provided. If TII is unable to provide the requested information, the reason will be explained fully in writing.

References

Applicants should begin to consider referees, names of people who you feel would be suitable for us to consult. 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.

Please note, should you be successful at final interview, we will require references that can be taken confidentially prior to confirmation for appointment. Any offer of employment made to a successful candidate will be subject to satisfactory reference verification, verification of academic and professional qualifications and any other necessary clearance processes.

Medical

The successful candidate identified is subject to successful completion of a pre-employment medical with TII's occupational medical provider.

How to Apply

To apply, please email to metrolinkjobs@tii.ie, quoting "MetroLink Chief Financial Officer" in the subject line, 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 must also identify key achievements which will suitably 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 **10am, Monday 21st September 2026**

Please refer to https://www.metrolink.ie/en/ and https://www.tii.ie/ for further information on TII and the MetroLink Programme.

For further information, please contact the TII Human Resources Department to metrolinkjobs@tii.ie or +353 1 646 3600.

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.

In order to be eligible to commence the role, the candidate must 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;
(b) or A citizen of the United Kingdom (UK);
(c) or A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons;
(d) or A non-EEA citizen who has a valid permit/permission to work in the State.

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. 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. 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. 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).

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.

Appendix B - General Data Protection Regulation (GDPR)

TII conducts a competency-based recruitment process to fill vacancies within the organisation. Personal information submitted as part of an application will be processed solely for the purposes of administering the competition, assessing candidature and, for a successful candidate, supporting appointment and the contract of employment. TII is the Data Controller for this recruitment process. Processing will be undertaken in accordance with applicable data protection legislation and TII's recruitment privacy arrangements.

Questions or complaints regarding TII's use of personal data should be directed to TII's Data Protection Officer by post at Transport Infrastructure Ireland, Parkgate Business Centre, Parkgate Street, Dublin 8, D08 DK10; by phone on +353 1 646 3600; or by email at dataprotection@tii.ie.

For Transport Infrastructure Ireland's GDPR provisions in relation to recruitment please see TII's website TII's GDPR Recruitment Provisions https://www.tii.ie/en/privacy/

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.

Department of Education and Skills Early Retirement Scheme for Teachers Circular 102/2007

The Department of Education and Skills introduced an Early Retirement Scheme for Teachers. It is a condition of the Early Retirement Scheme that with the exception of the situations set out in paragraphs 10.2 and 10.3 of the relevant circular documentation, and with those exceptions only, if a teacher accepts early retirement under Strands 1, 2 or 3 of this scheme and is subsequently employed in any capacity in any area of the public sector, payment of pension to that person under the scheme will immediately cease. Pension payments will, however, be resumed on the ceasing of such employment or on the person's 60th birthday, whichever is the later, but on resumption, the pension will be based on the person's actual reckonable service as a teacher (i.e. the added years previously granted will not be taken into account in the calculation of the pension payment).

Ill-Health-Retirement (IHR)

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 TII's Occupational Medical Practitioner's office 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 to 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.

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, an invitation to attend interview or a successful result letter is not to be taken as implying that TII is satisfied that the person fulfils the requirements or is not disqualified by law from holding the position. TII will make all enquiries it considers necessary to determine a candidate's suitability for appointment. Until all stages of the recruitment process have been completed, no final determination can be made or inferred. Should the person recommended for appointment decline or, having accepted, relinquish the appointment, TII may, at its discretion, select and recommend another person for appointment from 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 another assessment when and where required by TII, or who do not provide evidence requested by TII in relation 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	• Shapes the culture and working ethos in line with organisational values • Leads, motivates and manages to optimise performance and effectiveness • Inspires, motivates and empowers their team to achieve organisational and personal goals • Balancing engagement and authority – tackling difficult issues proactively • Shows a very broad perspective and a long-term view • Builds the potential of the organisation and mentors staff to optimise their contribution to the organisation in the long term.
Managing for Results	• Shows a strong bias towards execution, ensuring that high-level objectives are translated into practical implementation plans that achieve the expected outcomes • Adopts and applies innovative methods, sustainability principles and technologies to implement strategy and manage change. • Puts a strong emphasis on productivity and the efficient deployment of financial and human resources • Shows expertise in managing programmes to achieve expected benefits while meeting cost, schedule, quality and safety objectives • Measures and monitors financial performance and reports expenditure against budget / approved financial envelopes, manages financials and establishes efficiency metrics • Puts in place processes and systems that assign accountabilities clearly and that measure impact and value for money. • Understands risks and how to remove obstacles that threaten success • Taking accountability for meeting key business priorities • Leads successful contract negotiations
Communication and Managing Relationships	• Projects personal credibility and expertise to others and fronts the organisation in an authoritative manner. • Communicates effectively in a variety of settings including with government agencies and other government representatives • 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. • Develops successful communication strategies on critical, sensitive or high profile issues. • Fosters strongly cooperative working relationships with senior colleagues both within and outside the organisation. • Applies appropriate relationship management strategies to effectively deliver business objectives and resolve disputes • Influencing stakeholders and overcoming resistance • Aligns strategic objectives with stakeholder needs and manages expectations.
Establishing Strategy, Vision and Purpose	• Shaping of strategy and policy at strategic level • Leads on preparing for and implementing significant change and reform • Anticipates and responds quickly to developments in the environment • Establishes and communicates a clear vision and sense of core purpose for TII in line with organisational objectives. • Shapes and champions this vision, translating it into practical terms that secures the buy-in across the organisation and its stakeholders.

	• Converts this vision into meaningful objectives and ensures that relevant structures and systems are aligned to deliver on these objectives.
Building Partnerships and Stakeholder Relationships	• Works effectively within the political process, recognising and managing the tensions arising from different stakeholders perspectives. • Anticipates where sensitivities and complexities may arise and plans his/her approach accordingly. • Represents the programme's view with integrity while negotiating skilfully to achieve mutually acceptable outcomes. • Shows diplomacy, discretion and tact in dealing with high tension situations. • Building long-term relationships with customers, colleagues and other stakeholders • Understanding the needs, concerns and pressures of others • Breaking business silos and encouraging cross-functional working • Proactive in providing support to other • Sharing knowledge, ideas and feedback with colleagues
Judgement and Systemic Perspective	• Takes a systemic overview of issues and evaluates them comprehensively in the context of the broad political and legal environment. • Considers and balances different strategic priorities for the programme and the wider stakeholder environment when making decisions • Is incisive and focussed on the priorities when evaluating problems. • Is a systems thinker, identifies knock on implications of decisions being made. • Provides and evaluates a number of solutions both in the immediate context and whilst considering the impact on longer-term objectives. • Identifies and manages risk appropriately
Professional Integrity	• Adheres to and promotes values and an ethical approach in keeping with the mission of TII. • Brings a consistently high level of personal and professional commitment to their role • Commits to the development and implementation of policies and programmes within the overall TII strategy. • Monitors and grounded decisions on important issues. applies relevant legislation, policies and procedures to advance the TII strategic goals. • Makes clear, timely and well-