

CUSTOMIZER: Insert your Company Name

Position Profile

Position Title

Competition Number: Unique Competition #
Posting Date: Posting Date
Application Deadline: Application Deadline
Location: Example: Downtown Los Angeles

The Company

CUSTOMIZER: Insert a compelling description of your company and why senior management would want to work there. This language will be included in your final job posting template that will be used consistently for each posting for senior positions.

The Need

Insert description of the Company's needs as it relates to this position.

Location

Insert location of position

The Position

Insert a high-level description of the position. See example provided below.

This position assumes responsibility for Insert list of high level responsibilities.

Through a team of directors, and professional and support staff, the successful candidate will develop, recommend, and implement appropriate management strategies and oversee achievement of List high-level business objectives for the division.

More specifically, the successful candidate will:

- ◆ List specific job responsibilities

Key Results

List key results of the position. Examples provided below:



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Key Relationships

Internal:

- ◆ EXAMPLE: VP of Sales
- ◆ EXAMPLE: VP of Sales
- ◆ EXAMPLE: VP of Sales
- ◆ EXAMPLE: VP of Sales

External:

- ◆ EXAMPLE: Investors
- ◆ EXAMPLE: Clients

The Candidate

The successful candidate will be a well-rounded, entrepreneurial-minded executive with a demonstrated record of successful business leadership. We are seeking someone who will bring experience in the areas of [List required areas of experience](#).

The position requires a university degree—minimum Bachelor-level and preferably in [EXAMPLE: Business](#)—supplemented by at least [EXAMPLE: 15](#) years of related experience in progressively responsible positions, the majority of which were business leadership roles in [Insert industry or field](#).

Experience should include responsibility for [EXAMPLE: a major commercial portfolio](#). Experience and exposure to [List additional preferred experience](#) is a definite asset.

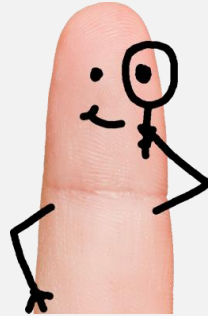
Technically, the successful candidate will have mastered the skills of [List required skills](#). We require an accomplished [EXAMPLE: negotiator](#) with a sound understanding of [EXAMPLE: contracts](#), a strong [EXAMPLE: financial analyst](#) who possesses the ability to [EXAMPLE: sell themselves and their ideas](#).

A proven business leader, the successful candidate excels in understanding and contributing to the broader corporate strategy. This individual possesses sound organization and planning skills, and the proven ability to translate ideas into successful actions.

The successful candidate is an exceptional people manager and mentor, with the skills to motivate and challenge a team of professionals. Other success factors include proven decision making, strong team focus, and the skill to build consensus.

Well-developed business judgment, a focused, results orientation, and clear understanding and appreciation of [EXAMPLE: customer service](#) is preferred. Excellent communication and presentation skills are essential, as well as outstanding interpersonal skills and good personal presence and confidence.

To be successful in this role the selected candidate must be a self-starter, possessing a high degree of initiative and energy. A 'can do' attitude and an ability to think on the fly are also prerequisites to success.



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