



Fixed Term Contract (8-Month duration)

Title:	Senior Executive - Digitalisation
Grade:	Level E
Division:	Client Services
Reporting to:	Department Manager, Operational Excellence & Digital
Location:	East Point, Dublin
Ref No:	EI.050.24E
Contract duration:	8-month fixed-term
Closing Date:	20th May 2024

Applicants must have the legal right to live and work and be available to work in the location.

Background

Ambition 3 of the Enterprise Ireland (EI) strategy 'Leading in a Changing World' is to have 'Irish enterprises achieving sustainable competitive advantage through customer-led innovation and digitalisation'.

Digitalisation of industry is changing the nature of work and presenting companies with both opportunities and challenges. To succeed globally, Irish companies need to be strategic and proactive in terms of how they respond to this digital transition. Success can lead to growth across business development areas including expanded national and international reach and success, increased productivity, reduced costs, generation of new revenues and an enhanced digital skillset among employees. This means that Irish companies need access to support and expertise to help them to avail of the opportunities and meet the challenges presented by digitalisation.

Role Purpose

This Senior Executive will work in the Operational Excellence and Digital team to drive EI's approach to digital technology adoption in client companies.

They will lead the team to deliver one-to-one assistance to clients to understand their needs and provide guidance on appropriate digitalisation strategies to drive operational effectiveness and increased productivity.

Key Deliverables

- Consolidate and develop Enterprise Ireland's expertise in manufacturing automation and digitalisation (hardware and software) through research and dissemination of best practice models and trends in the area.
- Provide a leadership and mentoring role as part of a fast-paced specialist team supporting clients on digital innovation journeys.
- Work collaboratively with relevant sector and technology teams across EI to deliver a digital technology adoption approach as an integrated and connected component of EI's client engagement supports.
- Provide a leading role as part of a specialist team to deliver in-depth, one-to-one assistance to clients to diagnose and support their adoption of digital technologies (especially in manufacturing) to increase their operational effectiveness and overall productivity.
- Forge and maintain appropriate relationships with ecosystem bodies who are driving digital technology adoption and the advanced manufacturing agenda for Irish SMEs – such as Irish Manufacturing Research, CeADAR, Digital Manufacturing Ireland and the Advanced Manufacturing Training Centre of Excellence.

Functional Competencies (Key Skills and Knowledge)

- Proven ability and experience in engaging with senior technical staff within companies to understand their existing digital and manufacturing automation systems and engage meaningfully on a potential roadmap for digital transformation **is essential**, including the ability to challenge a proposed technical roadmap.
- Ability to understand and challenge the link from automation & digitalisation initiatives to business impact through improvements in operational effectiveness **is essential**.
- Knowledge of manufacturing technologies including robotics / automation as well as digital information systems and trends in artificial intelligence.
- Ability to operate at a senior level – moving quickly to manage and prioritise support requests to address client needs effectively.
- Strong personal commitment to self and team development, acquiring new skills and knowledge and applying them in the workplace.
- Excellent oral and written communications skills and experience will be required in this role.
- A third level qualification in a relevant discipline is a distinct advantage.

Enterprise Ireland Behavioural Competencies

Results Focused

The ability to remain outcome and results focused with regard to business priorities and organisational goals, monitoring progress and adjusting approach ensuring delivery against the appropriate timescales.

Innovation and Risk-Taking

Actively encourages new ideas, experimentation and measured risk-taking, while always being on the lookout for opportunities to continuously improve business processes and efficiencies within Enterprise Ireland and client organisations.

Problem Solving and Decision-Making

The ability to be decisive and take tough decisions about clients, people and costs to deliver sustainable results, using the analysis of information and situations to make logical and sound decisions.

Client Focused

The ability to provide an excellent client service focusing on client needs and building and maintaining effective personal and business relationships to advance clients' objectives and Enterprise Ireland strategy.

Communicating with Impact to Influence Others

Communicates in a manner that will persuade, convince and influence their own staff and others, both internally and externally, in order to motivate, inspire or encourage them to follow a particular course of action.

Teamworking

Co-operates with colleagues, shares information and respects the opinions and values of staff members. Understands the skills, experience and knowledge of staff members and maximises how these can be utilised to the benefit of the department, the organisation and the client.

Embracing & Leading Change

Understands the business agenda of Enterprise Ireland and embraces changes for area of responsibility and for external and internal clients.

Acting / Leading with Integrity

Lives the Enterprise Ireland purpose and values, acting genuinely and with integrity, in a manner that builds trust and engages and motivates others, placing the genuine needs of the client, the organisation, and staff ahead of personal agendas

Networking

Establishes and maintains mutually beneficial relationships with colleagues and other networks for the purpose of sharing information.

Developing Yourself & Others

Creates an environment that enables others to excel in terms of job performance.

Salary Scale:

€ 77,528 to € 95,216 per annum contributory superannuation

Rising to € 101,074 by long service increments.

€ 74,884 to € 90,453 per annum non-contributory superannuation

Rising to € 96,021 by long service increments

Candidates should note that entry will be at the minimum of the relevant scale and the rate of remuneration may be adjusted from time to time in line with Government pay policy. Subject to satisfactory performance, increments may be payable in line with current Government Policy.

** Point of entry on this salary scale may differ from the minimum point of the scale if the successful candidate is a current public or civil servant.

Application and Selection Process:

The selection process may include short-listing of candidates. The selection criteria will be based on the requirements of the position. It is therefore important that you provide a detailed and accurate account of where you believe your skills and experience meet the requirements for the position. This should be contained in a short document (maximum 2 pages – see template provided) accompanying your CV.

Applicants should note that, for shortlisting purposes in particular, clear evidence of the functional competency requirements listed as essential in this specification must be demonstrated as part of your supporting document accompanying your CV.

To apply for the position, send a detailed CV and supporting document quoting reference number **EI.050.24E** to hrconnect@enterprise-ireland.com to be received on or before **Monday, 20th May 2024**.

N.B. All correspondence will be acknowledged in writing by the HR Department within 3 working days. Applicants who do not receive an acknowledgement within 3 working days should contact hrconnect@enterprise-ireland.com

Issued by the People and Change Department, Enterprise Ireland on Friday, 26th April
2024

Enterprise Ireland is an equal opportunities employer.