

**Economist (General Manager)**

**Job Specification & Terms and Conditions**

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| **Job Title, Grade Code** | Economist (General Manager)  *(Grade Code: 0041)* |
| **Campaign Reference** | NRS15044 |
| **Closing Date** | 12:00 Noon on Thursday 23rd October 2025 |
| **Proposed Interview Date (s)** | Proposed interview dates will be indicated at a later stage. Please note you may be called forward for interview at short notice. |
| **Taking up Appointment** | A start date will be indicated at job offer stage. |
| **Location of Post** | **Capital & Estates**  There is currently one permanent whole-time vacancy available with initial assignment to the office of the Assistant National Director - Capital, Capital & Estates.  The offices of the Assistant National Director - Capital, Capital & Estates are currently located at:   * Sir Patrick Duns, Lower Grand Canal St., Dublin 2 * Swords Business Campus, Balheary Road, Swords, Co Dublin   The successful candidate will be located at one of the above offices, subject to agreement with the Assistant National Director - Capital, Capital & Estates.  A panel may be formed as a result of this campaign for **Economist (General Manager) Office of the Assistant National Director - Capital, Capital & Estates** from which current and future, permanent and specified purpose vacancies of full or part-time duration may be filled. |
| **Informal Enquiries** | Henry Kerr, Assistant National Director - Capital  **E-mail:** [henry.kerr@hse.ie](mailto:henry.kerr@hse.ie) |
| **Details of Service** | The HSE is responsible for the planning and delivery of health, social and personal services across the full range of care programmes in the Irish healthcare system.  The Healthcare estate is a key resource supporting the delivery of quality healthcare. Effective management of the estate is central to providing a quality and safe environment for both users and staff. Ensuring value for money in respect of developing and operating the health estate is a key priority for the HSE.  The corporate Capital & Estates function has overall responsibility for developing and implementing relevant Estate policies, including the preparation and delivery of the HSE multi-annual Capital Plan.  The Capital & Estates function provides a range of professional, technical, project management, and related services in respect of the procurement, development, operation and maintenance of the health service’s physical infrastructure, which includes buildings, plant and equipment.    These services include briefing, specification, design, project management, procurement, contract implementation, equipping and commissioning associated with major and minor capital building and refurbishment works, together with risk and asset management, property services, fire protection, Health and Safety, etc.  The Capital team provide expert advice in relation to the governance, design, planning, procurement and construction of healthcare facilities.  The team manages the Capital Programme (€1.3bn approx.) to ensure that procurement is in line with the Department of Public Expenditure and Reform’s “Infrastructure Guidelines” and investment is in line with Department of Health “Strategic Healthcare Investment Framework”.  The Capital function provides oversight, governance and management of the entire Capital Programme across Acute and Community Services. |
| **Reporting Relationship** | The post holder will report to the Assistant National Director - Capital, or other nominated manager |
| **Key Working Relationships** | Capital & Estates Senior Management  Capital & Estates Regional offices  Regional Executive Officers  National Directorates  Department of Health colleagues  Department of Children, Equality, Disability, Integration and Youth's Colleagues |
| **Purpose of the Post** | The Economist will carry out research and collect large amounts of information that can cover any aspect of economic and social policy which impacts on the development and implementation of the Capital Programme to support healthcare service delivery.  The role will involve the analysis of information using specialist software and advanced methods in statistical analysis in order to produce forecasts of economic trends and make recommendations on ways to improve efficiency.  These findings will be used to advise the organisation, partner government agencies, and other external stakeholders in relation to investment decisions and the ongoing management of the Capital Programme. |
| **Principal Duties and Responsibilities** | * Carry out research on the trends pertaining to economics in relation to the delivery and management of healthcare infrastructure. * Analyse reports from research using mathematical models and statistical techniques, explain research methodology and justify conclusions drawn from research data. * Evaluate past and present economic issues and trends. * Establish methodologies and concepts for collecting and processing data using knowledge of available sources of information and econometrics. * Create, develop and use economic procedures and modelling techniques which will be used in forecasting trends and formulating policies. * Formulate recommendation, plans, and policies which could be used to solve economic problems or issues relative to the delivery and management of healthcare infrastructure. * Compile data related to literature reviews and specific research area’s such as productivity, inflation, resource supply and distribution. * Analyse and interpret the collected data to test the effectiveness of current policies, products or services and advise on the suitability of alternative courses of action and the allocation of available or scarce resources to maximise efficiency. * Develop an in-depth knowledge of the software currently in use in the organisation and devise specifications for data transfer to and from existing and future software systems including National Estates Information Systems. * Provide advice and consultation related to economics to the organisation and service partners. * Develop and transfer knowledge for capacity building on economic methods and principles. * Act as a source of advice on research / economic methods and interpretation of information. * Provide leadership and contribute to the research output for the Capital Programme in conjunction with the Assistant National Director and designated staff. * Deliver oral and visual presentations, which non-economist audiences must be able to understand in order to inform decisions. * Write technical and non-technical reports and policy briefs on economic trends and forecasts, to include preparation of graphical research results * Participate in the production of publications and development of presentations for the organisation.   Specific work projects could include:   * Assessing the economic impact of national policy making on the future work of the organisation * Analysing the potential resource requirements of specific projects. * Analysing the efficiency of scarce resources for the organisation, e.g. the development and management of the Capital Programme. * Analysing the performance and management of specific projects with a view to advising on future investment. * Analysing the economic impact of specific healthcare infrastructure developments. * Advising on the economic implications of policy options based on analysis. * Producing research on the global economy to influence economic decision making. * Preparing briefs for senior managers and responding to specific questions relative to infrastructure investment. * Carry out any other duties as deemed reasonable commensurate with the grade as might be required to meet the needs of the service. This will include cover of relevant duties during the absence of colleagues. * Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service * Adequately identifies, assesses, manages and monitors risk within their area of responsibility. * Have a working knowledge of the Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role. * Support, promote and actively participate in sustainable energy, water and waste initiatives to create a more sustainable, low carbon and efficient health service. * Engage in the HSE performance achievement process in conjunction with your Line Manager and staff as appropriate. * Act as spokesperson for the Organisation as required. * Demonstrate pro-active commitment to all communications with internal and external stakeholders.   **The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to them from time to time and to contribute to the development of the post while in office.** |
| **Eligibility Criteria**  **Qualifications and/ or experience** | **Candidates must have at the latest date of application:**   * A Quality and Qualification Ireland (QQI) Level 8 or higher major academic award in Economics (primary degree at a minimum of 2.1), or a combination of economics with one of the following: finance, law, management, mathematics, international economics, or politics.   And   * A minimum of five years’ workplace experience in economic research, data extraction, data analysis, amalgamating and manipulating data in multiple formats for reporting and presentation purposes. * Experience in producing technical and non-technical reports and policy briefs on economic trends and forecasts, to include preparation of graphical research results. * Experience in managing and working collaboratively with multiple internal and external stakeholders, as relevant to this role. * The requisite knowledge and ability (including a high standard of suitability and management ability) for the proper discharge of the duties of the office.   **Health**  A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.  **Character**  Each candidate for and any person holding the office must be of good character. |
| **Post Specific Requirements** | n/a |
| **Other requirements specific to the post** | Flexibility in relation to working hours to fulfil the requirements of the role, and access to private transportation as the role may require travel periodically. |
| **Additional Eligibility Requirements** | **Citizenship Requirements**  Eligible candidates must be:   1. EEA, Swiss, or British citizens   **OR**   1. Non-European Economic Area citizens with permission to reside and work in the State   Read Appendix 2 of the Additional Campaign Information for further information on accepted Stamps for Non-EEA citizens resident in the State, including those with refugee status.  To qualify candidates must be eligible by the closing date of the campaign. |
| **Skills, competencies and/or knowledge** | **Professional Knowledge & Experience**  Demonstrates:   * A high degree of economic experience, including data analysis and modelling, and the ability to analyse large datasets. * A proven track record in transforming economic data into knowledge and presenting that knowledge in a clear and concise manner to a general audience. * Demonstrable skills in critical thinking using logic and reasoning to deliberate on the possible economic situation and offer appropriate advice. * Maximises the use of ICT, demonstrating excellent computer skills particularly Microsoft Excel, Power BI, SQL, etc. * Knowledge of the HSE, the broader health service structure, HSE reform and the key challenges and developments in the health service. * An understanding of the current Irish health service and its operational structures including an understanding of the role of Capital & Estates. * Maintains an awareness of value for money. * Demonstrate the ability to work in line with relevant policies and procedures. * Adequately identifies, manages and reports on risk within area of responsibility.   **Leadership and Direction**  *Demonstrates:*   * Team work skills including the ability to work as part of a multidisciplinary team environment. * The ability to lead initiatives that improve operational performance and service delivery. * The ability to interact in a professional manner with other staff, business managers and other key stakeholders. * The ability to lead, direct and influence multiple stakeholders and ensure buy-in to plans and their implementation. * An ability to influence and negotiate effectively in furthering the objectives of the role. * Evidence of strategic management skills including service planning, managing own work and that of others, delegating appropriately within the resources available. * A capacity to operate successfully in a challenging environment. * A capacity to balance change with continuity – continuously strives to improve service delivery, to create a work environment that encourages creative thinking and to maintain focus, intensity and persistence, even under increasing complex and demanding conditions. * The ability to be a positive driver for change.   **Managing and Delivering Results (Operational Excellence)**  *Demonstrates:*   * A proven ability to prioritise, organise and schedule a wide variety of tasks and to manage competing demands and tight deadlines while consistently maintaining high standards and positive working relationships. * Strong evidence of excellent planning and implementation of programmes of work. * Evidence of effective planning and organising skills including awareness of resource management and importance of value for money. * A capacity to negotiate and then ensure delivery on stretched objectives. * The ability to take personal responsibility to initiate activities and drive objectives through to a conclusion. * Strong focus on achieving high standards of excellence and measurement of performance. * The ability to manage deadlines and effectively handle multiple tasks. * Adequately identifies, manages and reports on risk within area of responsibility**.**   **Critical Analysis, Problem Solving & Decision Making**  *Demonstrates:*   * The ability to rapidly assimilate and analyse complex information; considering the impact of decisions before taking action; and anticipating challenges. * The ability to consider the range of options available, involve other parties at the appropriate time and level to make balanced and timely decisions. * Effective problem-solving capacity in complex work environments. * Ability to track and measure performance using data-driven approaches, ensuring projects and initiatives are on target.   **Working With and Through Others (Influencing to achieve)**  *Demonstrates:*   * The ability to work independently as well as work with a wider multidisciplinary team in a complex and changing environment. * The ability to set team targets and to use influencing and negotiating skills to achieve high standards of service. * The ability to work collaboratively, constructively and in an inclusive manner with all key stakeholders. * The ability to listen to contrary views and consider all insights and contributions in the management of service delivery. * Effective communication skills including: the ability to present information in a clear and concise manner; the ability to facilitate and manage groups; the ability to give constructive feedback.   **Communication & Interpersonal Skills**  *Demonstrates:*   * Excellent interpersonal and communications skills to facilitate work with a wide range of individuals and groups. * The ability to present information clearly, concisely and confidently in speaking and in writing. * A track record of building and maintaining key internal and external relationships in achieving organisational goals. * An ability to influence and negotiate effectively in furthering the objectives of the role.   **Personal Commitment and Motivation**  *Demonstrates:*   * A patient / service user centred approach to provision of health services. * Be capable of coping with competing demands without a diminution in performance. * The ability to treat patients / service users, relatives and colleagues with dignity and respect. * A willingness to learn from experience and to identify opportunities to further grow and develop. |
| **Campaign Specific Selection Process**  **Ranking/Shortlisting / Interview** | A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore it is very important that you think about your experience in light of those requirements.  Failure to include information regarding these requirements may result in you not progressing to the next stage of the selection process.  Those successful at the ranking stage of this process, where applied, will be placed on an order of merit and will be called to interview in ‘bands’ depending on the service needs of the organisation. |
| **Diversity, Equality and Inclusion** | The HSE is an equal opportunities employer.  Employees of the HSE bring a range of skills, talents, diverse thinking and experience to the organisation. The HSE believes passionately that employing a diverse workforce is central to its success – we aim to develop the workforce of the HSE so that it reflects the diversity of HSE service users and to strengthen it through accommodating and valuing different perspectives. Ultimately this will result in improved service user and employee experience.  The HSE is committed to creating a positive working environment whereby all employees inclusive of age, civil status, disability, ethnicity and race, family status, gender, membership of the Traveller community, religion and sexual orientation are respected, valued and can reach their full potential. The HSE aims to achieve this through development of an organisational culture where injustice, bias and discrimination are not tolerated.  The HSE welcomes people with diverse backgrounds and offers a range of supports and resources to staff, such as those who require a reasonable accommodation at work because of a disability or long-term health condition.  Read more about the HSE’s commitment to [Diversity, Equality and Inclusion](https://www.hse.ie/eng/staff/resources/diversity/diversity.html) |
| **Code of Practice** | The Health Service Executive will run this campaign in compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA).  The CPSA is responsible for establishing the principles to be followed when making an appointment. These are set out in the CPSA Code of Practice. The Code outlines the standards to be adhered to at each stage of the selection process and sets out the review and appeal mechanisms open to candidates should they be unhappy with a selection process.  Read the [CPSA Code of Practice](https://www.cpsa.ie/pdf/?file=https://assets.cpsa.ie/media/275828/b88e3648-c663-4293-9471-d2d75bd1d685.pdf). |
| The reform programme outlined for the health services may impact on this role, and as structures change the Job Specification may be reviewed.  This Job Specification is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned. | |

**Economist (General Manager)**

**Terms and Conditions of Employment**

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| **Tenure** | The current vacancy available is permanent and whole time.  The post is pensionable. A panel may be created from which permanent and specified purpose vacancies of full or part time duration may be filled. The tenure of these posts will be indicated at “expression of interest” stage.  Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointments) Act 2004 and Public Service Management (Recruitment and Appointments) Amendment Act 2013. |
| **Remuneration** | The salary scale for the post (as at 01/08/25) is:  €85,747 - €87,912 - €91,342 - €94,798 - €98,226 - €101,663 - €106,660  New appointees to any grade start at the minimum point of the scale. Incremental credit will be applied for recognised relevant service in Ireland and abroad (Department of Health Circular 2/2011). Incremental credit is normally granted on appointment, in respect of previous experience in the Civil Service, Local Authorities, Health Service and other Public Service Bodies and Statutory Agencies. |
| **Working Week** | The standard weekly working hours of attendance for your grade are **35** hours per week. Your normal weekly working hours are **35** hours. Contracted hours that are less than the standard weekly working hours for your grade will be paid pro rata to the full time equivalent.  You are required to work agreed roster/on-call arrangements advised by your Reporting Manager. Your contracted hours are liable to change between the hours of 8.00am and 8.00pm over seven days to meet the requirements for extended day services in accordance with the terms of collective agreements and HSE Circulars. |
| **Annual Leave** | The annual leave associated with the post will be confirmed at Contracting stage. |
| **Superannuation** | This is a pensionable position with the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on the 01st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those which they were entitled to at 31st December 2004 |
| **Age** | The Public Service Superannuation (Age of Retirement) Act, 2018\* set 70 years as the compulsory retirement age for public servants.  ***\* Public Servants not affected by this legislation:***  Public servants joining the public service or re-joining the public service with a 26 week break in service, between 1 April 2004 and 31 December 2012 (new entrants) have no compulsory retirement age.  Public servants, joining the public service or re-joining the public service after a 26 week break, after 1 January 2013 are members of the Single Pension Scheme and have a compulsory retirement age of 70. |
| **Probation** | Every appointment of a person who is not already a permanent officer of the Health Service Executive or of a Local Authority shall be subject to a probationary period of 12 months as stipulated in the Department of Health Circular No.10/71. |
| **Protection of Children Guidance and Legislation** | The welfare and protection of children is the responsibility of all HSE staff. You must be aware of and understand your specific responsibilities under the Children First Act 2015, the Protections for Persons Reporting Child Abuse Act 1998 in accordance with Section 2, Children First National Guidance and other relevant child safeguarding legislation and policies.  All Mandated Persons under the Children First Act 2015, within the HSE, are appointed as Designated Officers under the Protections for Persons Reporting Child Abuse Act, 1998.  Mandated Persons such as line managers, doctors, nurses, physiotherapists, occupational therapists, speech and language therapists, social workers, social care workers, and emergency technicians have additional responsibilities.  You should check if you are a [Mandated Person](hhttps://www.hse.ie/eng/services/list/2/primarycare/childrenfirst/) and be familiar with the related roles and legal responsibilities.  Visit [HSE Children First](https://www.hse.ie/eng/services/list/2/primarycare/childrenfirst/resources/) for further information, guidance and resources. |
| **Infection Control** | Have a working knowledge of Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. and comply with associated HSE protocols for implementing and maintaining these standards as appropriate to the role. |
| **Health & Safety** | It is the responsibility of line managers to ensure that the management of safety, health and welfare is successfully integrated into all activities undertaken within their area of responsibility, so far as is reasonably practicable. Line managers are named and roles and responsibilities detailed in the relevant Site Specific Safety Statement (SSSS).  Key responsibilities include:   * Developing a SSSS for the department/service[[1]](#footnote-2), as applicable, based on the identification of hazards and the assessment of risks, and reviewing/updating same on a regular basis (at least annually) and in the event of any significant change in the work activity or place of work. * Ensuring that Occupational Safety and Health (OSH) is integrated into day-to-day business, providing Systems Of Work (SOW) that are planned, organised, performed, maintained, and revised as appropriate, and ensuring that all safety related records are maintained and available for inspection. * Consulting and communicating with staff and safety representatives on OSH matters. * Ensuring a training needs assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are maintained for each employee. * Ensuring that all incidents occurring within the relevant department/service are appropriately managed and investigated in accordance with HSE procedures[[2]](#footnote-3). * Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate. * Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example.   **Note**: Detailed roles and responsibilities of Line Managers are outlined in local SSSS. |
| **Ethics in Public Office 1995 and 2001** | Positions remunerated at or above the minimum point of the Grade VIII salary scale are designated positions under Section 18 of the Ethics in Public Office Act 1995. Any person appointed to a designated position must comply with the requirements of the Ethics in Public Office Acts 1995 and 2001 as outlined below:  A) In accordance with Section 18 of the Ethics in Public Office Act 1995, a person holding such a post is required to prepare and furnish an annual statement of any interests which could materially influence the performance of the official functions of the post. This annual statement of interest should be submitted to the Chief Executive Officer not later than 31st January in the following year.  B) In addition to the annual statement, a person holding such a post is required, whenever they are performing a function as an employee of the HSE and have actual knowledge, or a connected person, has a material interest in a matter to which the function relates, provide at the time a statement of the facts of that interest. A person holding such a post should provide such statement to the Chief Executive Officer. The function in question cannot be performed unless there are compelling reasons to do so and, if this is the case, those compelling reasons must be stated in writing and must be provided to the Chief Executive Officer.  C) A person holding such a post is required under the Ethics in Public Office Acts 1995 and 2001 to act in accordance with any guidelines or advice published or given by the Standards in Public Office Commission. Guidelines for public servants on compliance with the provisions of the Ethics in Public Office Acts 1995 and 2001 are available on the [Standards Commission’s website](https://www.sipo.ie/). |

1. A template SSSS and guidelines are available on [writing your site or service safety statement](https://healthservice.hse.ie/staff/health-and-safety/safety-statement/).

   2 Structures and processes for effective [incident management](https://www2.healthservice.hse.ie/organisation/qps-incident-management/incident-management/) and review of incidents. [↑](#footnote-ref-2)
2. [↑](#footnote-ref-3)