Interviewer information pack

Scrum Master

Ref: 984-NAT-NAT-1-3299   Trac ID: 1191525   ESR ID: 44597506   Grade: NHS TCS 2018: Band 8b

🌐 Vacancy details

Employer / department	Health Education England / 1. HEE - External Recruitment
Cost code	ASA552 Nat - TIS Programme
Organisational Unit 1	National
Organisational Unit 2	National Team
Organisational Unit 3	Nat - TIS Programme 984ASA552
Trac ID	1191525
ESR ID	44597506
ESR Job ref	984-NAT-NAT-1-3299
Full-time equivalents	1.00
Reason for vacancy request	Newly created post
Where is the funding for this post being generated?	Funding is being generated from the TIS Programme ASA552.
Has this role been through the job evaluation process? Y/N	Y
Have you attached your business case? Y/N (Note: This will be essential for your vacancy to go through approval process)	Y
If non-recruitment please explain the request in full. If not applicable, please enter N/A	N/A
If non-recruitment what is the start and end date of the request? If not applicable, please enter N/A	N/A
If non-recruitment and affects an individual please provide their name and employee number. If not applicable, please enter N/A	N/A
Advertising scope	Public
At-risk applicants	Anyone can apply
Immigration group	Available to all
DBS check required	No DBS Check
UK Professional Registration required	No
Grade (display)	NHS TCS 2018: Band 8b
Primary speciality (display)	Software Developer
Salary	£49,242 - £59,964
Hours	37.5
Contract description (eg Permanent)	Permanent
Vacancy Town	Manchester
Vacancy postcode	M1 3BN

Advert

The TIS Programme has been established to develop a suite of products and information services to support the management of learners and trainees. The TIS Programme will be the first Health Education England initiative to set up an agile Development Team that are supported by the business to deliver software products to our stakeholders. The team strongly endorses the self-organising ethos of agile, supporting team members to learn the skills needed within the team.

The TIS application is being built to government digital service standards and a micro-services design architecture utilising open source technologies, including Java 8 and Angular 2. Health Education England have an established and tested CI/CD pipeline with Jenkins and Docker at its core, cloud hosted on Azure, source code managed in GitHub. The team is currently all co-located at Health Education England offices in Russell Square and collaborates with JIRA, Confluence, Slack and other tools as necessary.

To be effective in this role you will be an experienced ScrumMaster who can demonstrate the skills, competencies and aptitude to pragmatically facilitate an agile software development life cycle to ensure delivery. You will have successful experience coaching agile teams to improve their practices whilst maintaining a trusting and positive team culture empowering self-organisation. You will be an effective communicator building relationships with end users and senior stakeholders, supporting Health Education England to make a success of this newly adopted agile approach to building software and services.

For further details / informal visits contact:

Ray Hill (TIS Technical Architect) Ray.hill@hee.nhs.uk

or

Robert Pink (TIS Programme Manager) Robert.pink@hee.nhs.uk

📄 Documents

Documents for this Vacancy

📄 [TIS Scrum Master JD](#) (Job description)
📄 [TIS Technical Role Specification](#) (Person specification)

Interviewer information pack

[PDF] [HEE Functional Requirements](#) (Functional requirements)

Documents for this Employer

[PDF] [Health Education England Brochure](#)
[PDF] [Benefits of working for HEE](#)

Standard shortlisting criteria

If any applications have different criteria, this will be shown with those applications.

1: Qualification (E: 6 / D: 6)

Essential guidance

- Experience of leading a Scrum team (6)

Desirable guidance

- Certification from recognised body (6)

2: Management Experience (E: 6 / D: 6)

Essential guidance

- Strong leadership skills (6)

Desirable guidance

- History of delivering high performing teams (6)

3: Project management (E: 6 / D: 6)

Essential guidance

- Experience of managing software development projects (6)

Desirable guidance

- Certification from recognised body – Agile/Scrum and/or Prince 2 (6)

4: Agile approach (E: 8 / D: 8)

Essential guidance

- Strong advocate for Agile approach (8)

Desirable guidance

- Experience of delivering Agile approach into public sector bodies (8)

5: Scrum management (E: 8 / D: 8)

Essential guidance

- Experience of working within an Agile environment – Lean, Kanban, Scrum (8)

Desirable guidance

- Experience of leading a Scrum team Strong mentoring experience (8)

6: Development techniques (E: 8 / D: 8)

Essential guidance

- Experience of User centred design - user stories, Epics and associated techniques (8)

Desirable guidance

- Strong analytical/development background (8)

7: Software development (E: 7 / D: 7)

Essential guidance

- Understanding of Continuous integration approaches, including testing arrangements (7)

Desirable guidance

- Experience of CI/deployment techniques and technologies (7)

8: Communications/Stakeholder man (E: 6 / D: 6)

Essential guidance

- Experience of Stakeholder engagement (6)

Desirable guidance

- Strong stakeholder management experience (6)

9: Resource management (E: 6 / D: 6)

Essential guidance

- Experience of workload allocation (6)

Desirable guidance

- Ability to translate business requirements into plans related to resource availability and sprint priorities (6)

Interview schedule

5-Oct-2018 14:30 – 16:30: 3 Piccadilly Place, Manchester M1 3BN

- 14:30: Neil Robert Knipe
- 15:30: Philip Wilsdon

Mr Neil Knipe

The following are the user details currently stored in the system. <u>Please confirm with the applicant that they are correct.</u>

Address	7 Woodlands Rd Astley Tyldesley LANCASHIRE M29 7BH United Kingdom
Email address	neil.knipe.uk@gmail.com
Home telephone	
Mobile telephone	
Work telephone	
Applicant's preferred language	

Convictions: The applicant has not declared any convictions.

Notes:
[20-Sep-2018 13:25 ray.hill@hee.nhs.uk] For interview
[18-Sep-2018 09:53 lili-anne.matthews@hee.nhs.uk] Email sent about app being in trac and moved to shortlisting

Shortlisting

Shortlister	1		2		3		4		5		6		7		8		9		Total	
	E	D	E	D	E	D	E	D	E	D	E	D	E	D	E	D	E	D	E	D
Ray Hill (Lead)	4	5	5	4	4	4	5	6	5	6	6	5	5	5	5	5	5	5	**44**	**45**
Andy Nash	4	3	4	3	4	4	4	4	6	6	5	5	5	5	3	3	5	3	**40**	**36**

Shortlister notes

Ray Hill (E: 44 / D: 45)

Interview

Andy Nash (E: 40 / D: 36)

Invite for interview.

Application for employment

This application form was completed on the jobs.nhs.uk site and then imported into this system. **The layout and question wording may differ from applications completed on this system.**. If you ever have a query about the accuracy or completeness of the application then please check the source data in the jobs.nhs.uk site.

NHS Health Education England

Personal information

Email address	neil.knipe.uk@gmail.com
Title	Mr
Surname/Family name	Knipe
First name	Neil
Middle name(s)	Robert

Name in which you are registered with a professional body (if applicable)
Neil Knipe

UK National Insurance number	JE112361B
Address line 1	7 Woodlands Rd
Address line 2	Astley
Address line 3	
Town/City	Tyldesley
County/State	Lancashire
Country	United Kingdom
Postcode/Zip code	M29 7BH
Home telephone	01942 511234
Work telephone	
Mobile telephone	07860 110941

NHS Jobs can send text messages to UK registered mobiles for key activities associated with applications.

Do you wish to receive updates by text message?	Yes
Preferred telephone number to be contacted on	Mobile
Are you a United Kingdom (UK), European Community (EC) or European Economic Area (EEA) National?	Yes

Please select the category that relates to your current immigration status. This status will be subject to checking before interview.

If other, please provide details below.

Please supply details of any relevant visa currently held

Visa number	
Start date	
Expiry date	
Does your visa have a condition restricting employment or occupation in the UK?	
Details of any restrictions	
Are you an NHS Professional returning to practice?	Yes

Criminal Convictions - Rehabilitation of Offenders Act 1974

The Rehabilitation of Offenders Act 1974 (as amended) helps rehabilitated ex-offenders back into work by allowing them not to declare criminal convictions after the rehabilitation period set by the Court has elapsed and the convictions become 'spent'. During the rehabilitation period, convictions are referred to as 'unspent' convictions and must be declared to employers.

The organisation aims to promote equality of opportunity and is committed to treating all applicants for positions fairly and on merit regardless of ethnicity, disability, age, gender or gender re-assignment, religion or belief, sexual orientation, pregnancy or maternity and marriage or civil partnership. The organisation undertakes not to discriminate unfairly against applicants on the basis of a criminal conviction or other information declared.

During the rehabilitation period you are required to declare current 'unspent' criminal convictions or cautions (including reprimands and final warnings). Please note you are not legally obliged to disclose convictions or cautions which are protected or have become 'spent' under the Exceptions Order.

As part of assessing your application, organisations will only take into account relevant criminal record and other information declared which is relevant to the position being applied for.

Answering 'yes' to the question below will not necessarily bar you from appointment. This will depend on the relevance of the information you provide in respect of the nature of the position for which you are applying and the particular circumstances.

Are you currently bound over or do you have any current UNSPENT convictions that have been issued by a Court or Court - Martial in the United Kingdom or in any other country? You should tick NO if any convictions are protected (or filtered out); and/or have become SPENT as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) 2013. Please refer to further information about protected and spent convictions and cautions in the 'Application form Help - criminal background' section.

No

If YES, please provide details of the order binding you over and/or the nature of the offence, penalty, sentence or order of the Court, the date and place of the Court hearing. You are not required to tell us about parking offences. Please include any additional information or evidence that you believe to be relevant.

Do you have any current UNSPENT police cautions, reprimands or final warnings in the United Kingdom or in any other country? You should tick NO if any cautions, reprimands or final warnings are protected (or filtered out); and/or have become SPENT as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) 2013. Please refer to further information about protected and spent convictions and cautions in the 'Application form Help - criminal background' section.

No

If YES, please provide details of the caution, reprimand or final warning, including the date and reason administered. You are not required to tell us about parking offences. Please include any additional information or evidence that you believe to be relevant.

Relationships

If you are related to a director, or have a relationship with a director or employee of an appointing organisation, please state the relationship:

Application for employment

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Education & Professional Qualifications

All the relevant qualifications. Please also indicate subjects currently being studied. All qualifications disclosed will be subject to a satisfactory check. Up to 11 qualifications can be entered here.

Education & Professional Qualifications

Subject/Qualification	Place of study	Grade/Result	Year obtained
Prince 2 Pracititoner	Work place	Pass	2018
PSM Scrum Master	Home	Pass	2018
ITIL Foundation	Work place	Pass	2017
BSc Computer Science	Salford University	2.1	1999
3 A Levels	De La Salle College, Salford	A to C	1994
9 GCSEs	St Patricks, Eccles	A to B	1992

Relevant Training Courses Attended

Please provide details regarding training courses that you have attended or currently undertaking together with the date completed or to be completed by. Up to 7 training course can be entered here.

Course title	Training provider	Duration	Year completed
Persuasion, influence and negotiation	MFT	2 days	2017
Appraisals	MFT	1 day	2017
Train the trainer		3 days	2007

Membership of Professional Bodies

Please provide details regarding any relevant professional registrations or memberships. This information will be subject to a satisfactory check.

Please indicate your professional registration status Not required for this post

If you have answered "I have current UK professional registration relevant for this post" or "I have current UK professional registration and licence to practise for this post" then please enter the relevant details below.

Professional Body and Membership 1

Professional body
If other please provide details below
Membership/Registration number
Expiry / renewal date

Professional Body and Membership 2

Professional body
If other please provide details below
Membership/Registration number

NHS Service

Start date of continuous NHS service (if applicable) May 2015

Months since most recent employment ended (if applicable)

Current/most recent employer (reference always required)

Employer name Manchester University NHS Foundation Trust

Employer address
Trust Headquarters Cobbett House Manchester Royal Infirmary Oxford Road Manchester M13 9WL

Type of business Health Care

Reporting to (job title) Head of Software Development and Integration

Telephone

Your job title Software Project Leader

Start date 05/2015

End date

Grade 8A

Salary 49969

Period of notice 3 months

Reason for leaving (if applicable)
Looking for a new opportunity.

Brief description of your duties & responsibilities
Worked closely with clinical staff to gather requirements. Coached developers as a tecchincal lead, also in Agile frameworks and helped remove any impediments encountered. Organised multiple development teams in different locations working on the same product. Collaborated with the Programme Team to align software development with Trust goals. Facilitated sprint events. Set-up a continuous delivery chain. Technical leader / designer in several projects. Dealt with suppliers, such as, Genomics England. Turned around some failing projects and successfully delivered, using first principles in project management and technical design. Projects include - 100K Dashboard for Manchester Centre For Genomics Medicine. This is a web app allowing clinical scientist and clinicians to view and make decisions on 100,000 genomes project patients. PSAG Boards for Maternity wards. These are large touch screen TVs, placed on wards, enabling clinical staff to view and update key patient information. MOLARS for University Dental Hospital of Manchester. A web application enabling dental practices to refer their patients to UDHM for secondary care. Maternity Triage. An application to enable midwives to manage advice and telephone calls to and from patients.

Activities prior to above starting with most recent

Employer name Hopewiser Ltd

Employer address
Merlin Court Atlantic Street Altrincham WA14 5NL

Type of business Software House

Reporting to (job title) Head Of Software Development

Telephone

Your job title Development Manager

Start date July 2000

End date April 2015

Grade

Salary

Period of notice

Reason for leaving (if applicable)
To take a new position with CMFT.

Brief description of your duties & responsibilities
Development Manager, Hopewiser Ltd, 2008 to 2014 Managed a team of five developers, including organising team meetings, individual meetings, appraisals and developer progressions. Developed and supported the software house's range of software. Worked with many blue-chip companies, including RBS, Santander, HBOS. Worked with many supplier and other software vendors. Projects include - Mail sort machine control software for NPI and Kern. Developed control software, for the UK market, for the world's leading manufacture of mailsort machine. TNT Post (now Whistl). Developed bespoke software that is central to their Downstream Access market. Reversed engineered competitor's APIs and services to enable 'drop in' replacements used in many large enterprises. Developed and maintained software house's off-the-shelf software and web services. Prior to becoming the development manager ,I was a senior developer, from 2000 to 2007. During this time I developed applications, APIs and web services through the full life cycle. I also, served as a pre-sales analyst and post-sales trainer.

Employment Gaps

If you have any gaps within your employment history, please state the reasons for the gaps below.

Supporting Information

In this section please give your reasons for applying for this post and additional information which demonstrates that you have read the published person specification and how you meet the essential and (where relevant) desirable criteria for this particular position. This can include relevant skills, knowledge, experience, voluntary activities, training etc.

If relevant to the post for which you are applying, you should include details about research experience, publications or poster presentations, clinical care (knowledge and skills) and clinical audit.

Supporting information

I am a software development leader with experience of delivering a wide range of software using different technologies and platforms. I have over 10 years experience of being a software project leader, development manager, technical lead and lead developer.

During my time with Manchester Foundation Trust I have been lucky to have gained knowledge and experience of many aspects of the NHS, including its governance practices, programme management methods and knowledge of the Government Digital Service Manual. I hope this experience will hold me in good stead in future roles within the NHS.

Having worked in Agile teams since 2002, I have had experience of many different frameworks, methods and techniques, including Scrum and Scrum with Kanban. During this time I have gained a deep empirical knowledge of what works well and what doesn't work so well and am always willing to share these experiences with the wider project team and am also keen to keep learning new things.

Some techniques include how to estimate development time, how to prioritise work, how to scope and schedule work into a road map and how to itemise work items into user stories, themes and epics.

During projects I always try to actively manage the development work-flow so development teams perform optimally. As part of this, I monitor the work in progress to ensure that the right amount of tasks are actively being worked upon. I also check the work items' age and cycle time are within acceptable limits to ensure the tasks and batch of tasks are on track. Based on these checks and measures corrective action can be taken.

Another way I help ensure that software development flows efficiently through the development team, is to see that continuous delivery work-streams are set-up so that completed work is delivered to customers in a timely way. Also, in sprints, developers often seek clarification of user stories or can not proceed due to needing more information from other sources. I am quick to spot these impediments and try to help resolve them and then communicate any impact they may have had to other stakeholders when necessary.

When setting up a new project or team I have facilitated the initiation of sprint events, such as, sprint planning and sprint reviews and communicated how these work with the wider business so full value is gained. Also, I have set-up software to manage Scrum artefacts, such as, Jira, and then shared how these systems are used by the Scrum team with all stakeholders, again to ensure full value is gained from the development team.

Aside from my technical experience, I have also worked as a post sales trainer, training customers in our software and as a pre sales consultant, offering technical details to aid sales executives. I believe this experience helped me to learn how to explain fairly complicated technical details in a simple straight-forward manner. This coupled with the years spent developing software makes me a very able Scrum Master and development leader.

The role of Scrum Master with Health Education England appeals to me as I would like to continue progressing within the NHS, branching out and gaining knowledge and experience in this sector. I feel my skills and experiences are very suited to this role and I would enjoy the challenges it presents.

I hope after reading the above and my employment history that you agree I would be suitable to the role of Scrum Master and a great addition to your team.

Preferred employment type Full time

Further questions

The question text supplied by jobs.nhs.uk is not in an easy to read format, it has been cleaned up as much as is safely possible but is likely to be missing punctuation and have improper capitalisation. To view the original question text, please access this application on jobs.nhs.uk

The questions in this section are customised to the post for which you are applying.

Are you currently a health education england employee No

Have you provided referees which cover the last 3 years of employment failure to provide this information at this stage may result in any future offer of employment being withheld or withdrawn at a later stage No- Please refer to employment gaps section

Have you provided details of employment gaps in the relevant section failure to provide this information at this stage may result in any future offer of employment being withheld or withdrawn at a later stage No gaps in employment history

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Referees

Please provide the names and full contact details of the people who have agreed to supply references. References must include at least two positions with separate employers and, as a minimum, cover a period of three years employment and/or training history, where this is possible.

Referees will be required to comment on your competence, personal qualities and suitability for the post. This may be your line/department manager, or someone in a position of responsibility for any work experience or placement undertaken. If you are a student or trainee this should include a teacher/tutor at your education institution.

If you have not been in employment for a considerable amount of time but have had previous employment, then you should seek one reference from your last known employer and a personal reference from a person of standing within your community such as a doctor, solicitor or MP. Where it is genuinely not possible to obtain references from any of the sources outlined above, you must provide contact details of two personal acquaintances who would be willing to give a reference. Personal acquaintances must not be related to you, or have any financial arrangement with you.

Please note that all reference requests will be followed up and verified by the recruiting employer.

Referees may be approached prior to interview, unless you indicate otherwise below.

Type of reference Professional

Email address	na@na.com
Title	Mr
Surname/Family name	References will be supplied
First name	When required
Relationship	n/a
Employer name	
Job title	
Address line 1	n/a
Address line 2	
Address line 3	
Town/City	
County/State	
Country	United Kingdom
Postcode/Zip code	n/a
Telephone	
Fax	
Can the referee be approached prior to interview?	No

Type of reference	Professional
Email address	na@na.cpm
Title	Mr
Surname/Family name	References will be supplied
First name	When required
Relationship	n/a
Employer name	
Job title	
Address line 1	n/a
Address line 2	
Address line 3	
Town/City	
County/State	
Country	United Kingdom
Postcode/Zip code	n/a
Telephone	
Fax	
Can the referee be approached prior to interview?	No

If you have applied to us within the last 3 months, are you happy for us to use the references from your earlier application?

Mr Philip Wilsdon

The following are the user details currently stored in the system. <u>Please confirm with the applicant that they are correct.</u>

Address	Redstacks
	Tranwell Woods
	Morpeth
	Northumberland
	NE616AQ
	United Kingdom
Email address	philipwilsdon@gmail.com
Home telephone	
Mobile telephone	+8613061881950
Work telephone	
Applicant's preferred language	

Convictions: The applicant has not declared any convictions.

Notes:
[20-Sep-2018 13:25 ray.hill@hee.nhs.uk] For interview
[18-Sep-2018 09:53 lili-anne.matthews@hee.nhs.uk] Email sent about app being in trac and moved to shortlisting

Shortlisting

Shortlister	1		2		3		4		5		6		7		8		9		Total	
	E	D	E	D	E	D	E	D	E	D	E	D	E	D	E	D	E	D	E	D
Ray Hill (Lead)	5	4	5	5	5	5	6	6	7	6	6	6	5	5	5	5	5	5	**49**	**47**
Andy Nash	6	6	5	5	6	6	8	0	8	8	8	4	4	4	4	4	4	4	**53**	**41**

Shortlister notes

Ray Hill (E: 49 / D: 47)

Interview

Andy Nash (E: 53 / D: 41)

Invite to interview.

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NHS Health Education England

Personal information

Email address	philipwilsdon@gmail.com
Title	Mr
Surname/Family name	Wilsdon
First name	Philip
Middle name(s)	

Name in which you are registered with a professional body (if applicable)
Philip Wilsdon

UK National Insurance number	JE580106C
Address line 1	Apartment 301
Address line 2	Building 55
Address line 3	395 East Chang Li Road
Town/City	Shanghai
County/State	Shanghai
Country	China
Postcode/Zip code	Shanghai
Home telephone	
Work telephone	
Mobile telephone	+8613061881950

NHS Jobs can send text messages to UK registered mobiles for key activities associated with applications.

Do you wish to receive updates by text message?	My mobile is not UK registered
Preferred telephone number to be contacted on	Mobile
Are you a United Kingdom (UK), European Community (EC) or European Economic Area (EEA) National?	Yes

Please select the category that relates to your current immigration status. This status will be subject to checking before interview.

If other, please provide details below.

Please supply details of any relevant visa currently held

Visa number	
Start date	
Expiry date	
Does your visa have a condition restricting employment or occupation in the UK?	
Details of any restrictions	
Are you an NHS Professional returning to practice?	No

Criminal Convictions - Rehabilitation of Offenders Act 1974

The Rehabilitation of Offenders Act 1974 (as amended) helps rehabilitated ex-offenders back into work by allowing them not to declare criminal convictions after the rehabilitation period set by the Court has elapsed and the convictions become 'spent'. During the rehabilitation period, convictions are referred to as 'unspent' convictions and must be declared to employers.

The organisation aims to promote equality of opportunity and is committed to treating all applicants for positions fairly and on merit regardless of ethnicity, disability, age, gender or gender re-assignment, religion or belief, sexual orientation, pregnancy or maternity and marriage or civil partnership. The organisation undertakes not to discriminate unfairly against applicants on the basis of a criminal conviction or other information declared.

During the rehabilitation period you are required to declare current 'unspent' criminal convictions or cautions (including reprimands and final warnings). Please note you are not legally obliged to disclose convictions or cautions which are protected or have become 'spent' under the Exceptions Order.

As part of assessing your application, organisations will only take into account relevant criminal record and other information declared which is relevant to the position being applied for.

Answering 'yes' to the question below will not necessarily bar you from appointment. This will depend on the relevance of the information you provide in respect of the nature of the position for which you are applying and the particular circumstances.

Are you currently bound over or do you have any current UNSPENT convictions that have been issued by a Court or Court - Martial in the United Kingdom or in any other country? You should tick NO if any convictions are protected (or filtered out); and/or have become SPENT as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) 2013. Please refer to further information about protected and spent convictions and cautions in the 'Application form Help - criminal background' section.

> No

If YES, please provide details of the order binding you over and/or the nature of the offence, penalty, sentence or order of the Court, the date and place of the Court hearing. You are not required to tell us about parking offences. Please include any additional information or evidence that you believe to be relevant.

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> No

If YES, please provide details of the caution, reprimand or final warning, including the date and reason administered. You are not required to tell us about parking offences. Please include any additional information or evidence that you believe to be relevant.

Relationships

If you are related to a director, or have a relationship with a director or employee of an appointing organisation, please state the relationship:

Application for employment

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NHS Health Education England

Education & Professional Qualifications

All the relevant qualifications. Please also indicate subjects currently being studied. All qualifications disclosed will be subject to a satisfactory check. Up to 11 qualifications can be entered here.

Education & Professional Qualifications

Subject/Qualification	Place of study	Grade/Result	Year obtained
Interactive Systems Design	University of Manchester	2.1	2009

Relevant Training Courses Attended

Please provide details regarding training courses that you have attended or currently undertaking together with the date completed or to be completed by. Up to 7 training course can be entered here.

Course title	Training provider	Duration	Year completed
CSM	Shine Scrum	2 Days	2017
CSPO	Shine Scrum	2 Days	2017
CAL-1	Shine Scrum	2 Days	2017

Membership of Professional Bodies

Please provide details regarding any relevant professional registrations or memberships. This information will be subject to a satisfactory check.

Please indicate your professional registration status I have current UK professional registration relevant for this post

If you have answered "I have current UK professional registration relevant for this post" or "I have current UK professional registration and licence to practise for this post" then please enter the relevant details below.

Professional Body and Membership 1

Professional body Other
If other please provide details below Scrum Alliance
Membership/Registration number 49254915
Expiry / renewal date

Professional Body and Membership 2

Professional body
If other please provide details below
Membership/Registration number
Expiry / renewal date

NHS Service

Start date of continuous NHS service (if applicable)
Months since most recent employment ended (if applicable)

Current/most recent employer (reference always required)

Employer name Education First

Employer address
Philip Wilsdon Education First 1F Jiu An Plaza, 258 Tongren Lu Shanghai, China 200040

Type of business	Education
Reporting to (job title)	Technical Department Manager
Telephone	
Your job title	Scrum Master
Start date	03/2017
End date	
Grade	
Salary	36,000 CNY Gross per Month
Period of notice	

Reason for leaving (if applicable)

After 6 years in China, I am looking to return to the UK

Brief description of your duties & responsibilities

+ Reorganised the product development department to promote small, stable and dedicated product teams using either Kanban or Scrum frameworks and educated stakeholders to move away from traditional management. + Coaching other individuals and departments in EF on being Agile, Scrum / Kanban adoption and implementation. Influenced change in organisational structure to help increase the productivity of Agile teams. + Supporting POs to find techniques for effective product backlog management and ensuring product backlog items are clear, concise and are prioritised to maximise value- (INVEST, DEEP etc) + Facilitation of Scrum ceremonies and product backlog refinement for multiple Scrum teams. Introduced formats, time boxes and promoted relative estimation techniques to enable POs to do sprint and release planning. + Training POs on the Agile planning onion and implemented a product roadmap and vision tool. Used roadmaps to facilitate alignment between different product development teams and management. + Training and coaching of product development teams to become self-organising and promotion of best engineering practices. Successfully introduced unit tests, peer code review and performance monitoring as part of teams definition of done. Promotion of CI/CD and automated testing. + Removing team and organisation impediments including opening control of siloed systems and reducing dependencies across teams with an open source code model. + Ensuring transparency through public access of product vision, roadmaps and Scrum or Kanban boards and by using the physical environment for daily inspection and adaption to encouraging team self-organisation. Setup a monthly team sharing to promote knowledge sharing across teams. + Initiated and run a monthly "Go Agile" meetup to promote, educate and discuss the being

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Activities prior to above starting with most recent

Employer name	LELO

Employer address

Room 1711 - 1720 Jianke Building 75 South Wanping Road 200032 Shanghai

Type of business	Luxury Brand
Reporting to (job title)	Product Ownder
Telephone	
Your job title	Scrum Master / Product Management
Start date	November 2015
End date	March 2017
Grade	
Salary	
Period of notice	

Reason for leaving (if applicable)

They moved all digital development to Croaita and I wanted to stay in Shanghai

Brief description of your duties & responsibilities

Scrum Master + Manage the globally distributed development team across multiple digital products. Facilitating SCRUM ceremonies, managing sprint back logs, adjusting priorities, dealing with sprint interruptions and removing impediments a well as producing reports for global management on team performance, velocity and continuous improvement. + Write the user stories and product requirements while ensuring clear communication of the requirements to the design and development teams. Manage team coordination throughout development and daily communication with key stakeholders, customer care and support teams to help manage issues, provide progress updates and gather feedback or requirements. + Q&A – Test new product features and responsible for final sign off before deployment to live environments. Product Management + Coordination and management of globally distributed stakeholders, marketing and customer care teams to analyse requests which included looking at the business case, impact on the product, ROI and customer retention as well as updating and maintaining the product backlogs and road maps. + Research new features and analyse customer habits using analytical tools and platforms to successfully increase customer retention and conversion.

Employer name	Letsface

Employer address

Letsface Bld 1A, Unit C 140 Jiashan Road Xuhui District Shanghai 200031

Type of business	Digital Startup
Reporting to (job title)	CEO
Telephone	
Your job title	Digital Experience Manager

Start date	February 2014
End date	November 2015
Grade	
Salary	
Period of notice	

Reason for leaving (if applicable)

We did not secure new investment for the statup.

Brief description of your duties & responsibilities

Product Management + Defined the vision of existing products and responsible for improving and extending the life cycle of products through research and analysis of competition, technologies and trends. Responsible for the product back log and new feature definitions. Consultation with the UI/UX team to design the new products and product features. + Performed onsite observations, interviews and consultation with brands and end users for the development and deployment of interactive solutions at events. + Products I developed and managed were used by premium brands and agencies including Nike, Adidas, Audi, Ford, Centdegres, Imagination, UBM, H&M and ikea. + Marketing – Management of social media employees and contributed to marketing campaigns. + Key event management including the product used for the AIA Carnival in Hong Kong where the product was used by over 100,000 people, a phone case solution for Martel in Hong Kong airport an interactive magazine builder developed for Ford at the 2015 Shanghai Auto show. SCRUM Master + Managed the Software Engineering and Event Teams, including the running of SCRUM ceremonies and dealing with interruptions and impediments. Creation of user stories and supporting documentation for new product features.

Employer name	Funplus Game

Employer address

Funplus Game Address D-402 Jiahua Building No.9, Shangdisanjie Street Haidian District 100085

Type of business	Games
Reporting to (job title)	Operations Lead
Telephone	
Your job title	Game Coordinator
Start date	April 2013
End date	February 2014
Grade	
Salary	
Period of notice	

Reason for leaving (if applicable)

My wife wanted her Houku in Shanghai

Brief description of your duties & responsibilities

Product Management + Developed mobile game products including new functionality and story creation which increased user engagement, retention and satisfaction. + Researched player behaviour by working across multiple departments and with players to analyse feedback and implement changes for the game which successfully increased player retention. + Developed both concepts and initial prototype design of new features which successfully increased DAU and revenue from the implemented design. Project Management + Served as internal project lead on several projects including the upgrade of the company forums, development and the design of a mobile game transfer process. Marketing + Community Management & Marketing as Forum Administrator – recruited testers and worked within the marketing team to create new marketing campaigns across different digital media channels.

Employer name	Rombus Computers

Employer address

Fairney House Wesley Drive Benton Square Ind. Estate Newcastle Upon Tyne NE12 9UP

Type of business	Software Development
Reporting to (job title)	CEO
Telephone	
Your job title	Operations Manager
Start date	September 2010
End date	December 2012
Grade	
Salary	
Period of notice	

Reason for leaving (if applicable)

Moved to China

Brief description of your duties & responsibilities

Product Manager + Defined the vision, working with internal development teams to maintain the existing product portfolio, phase out legacy products and develop new solutions. One such solution includes the development of an EPOS solution installed in over 110 stores. + Mobile and Web Consultation– Worked with organisations to research and analyse user processes and then proposing web and app solutions to solve problems or increase company revenue. + UI/UX – Worked with design teams, end users and clients to improve product design to ensure developed products are as user-friendly as possible. SCRUM Master + Technical Team Manager – Oversaw web and mobile solutions and communicated with customers throughout projects or consultations. + Implemented software to support the SCRUM framework to improve the costing accuracy of projects and monitor projects once underway.

Employment Gaps

If you have any gaps within your employment history, please state the reasons for the gaps below.

After Gratuading in 2009, I did an internship in Beijing and then worked in France as a resort manager before returning to the UK to start work at Rombus Computers. I also had a gap after leaving Rombus to move to China to get ready for working at Funplus.

Supporting Information

In this section please give your reasons for applying for this post and additional information which demonstrates that you have read the published person specification and how you meet the essential and (where relevant) desirable criteria for this particular position. This can include relevant skills, knowledge, experience, voluntary activities, training etc.

If relevant to the post for which you are applying, you should include details about research experience, publications or poster presentations, clinical care (knowledge and skills) and clinical audit.

Supporting information

Dear Sir / Madam

I would like to apply for the position of Scrum Master.

I have a passion for building great products and high performing product development teams. I enjoy working with teams to influence and implement the use of Agile principles, frameworks and product development strategies so they continually improve and deliver great products effectively in self-organising teams which customers love.

I discovered Scrum in 2010 and since then, I have always been working in either a Scrum Master type position or as a Product Owner with software teams using Agile frameworks across multiple industries including web, mobile, gaming, e-commerce and now education.

In my current role, I am working as a Scrum Master for Education First. I have educated and implemented Agile frameworks across multiple teams, educating Product Owners, product development teams and stakeholders so they understand the Agile mindset. I have also implemented best engineering practices and contributed to organisational change to improve the efficiency of the Agile teams as well as influencing product strategy.

I am currently CSM, CSPO and CAL-1 Certified and will be sitting my PMI-ACP exam in October, CSM-A in November with the goal of becoming CSP certified by the end of 2018. I also enjoy being part of Agile communities including running an internal company meetup to present other Agile frameworks such as LeanUX and the Lean Startup and have also attended regional and global Scrum Gatherings.

I have been in China since 2013 and have overcome the additional challenges of culture and distributed teams to successfully change the way several teams work in a country where Agile is growing yet pretty new and the pace of product development is extremely competitive and fast.

After 6 years in China, I am looking to return to live and work in the UK. I will be in the UK for the whole of October and available online.

Yours faithfully

Philip Wilsdon

Preferred employment type Full time

Further questions

The question text supplied by jobs.nhs.uk is not in an easy to read format, it has been cleaned up as much as is safely possible but is likely to be missing punctuation and have improper capitalisation. To view the original question text, please access this application on jobs.nhs.uk

The questions in this section are customised to the post for which you are applying.

Are you currently a health education england employee	No
Have you provided referees which cover the last 3 years of employment failure to provide this information at this stage may result in any future offer of employment being withheld or withdrawn at a later stage	Yes
Have you provided details of employment gaps in the relevant section failure to provide this information at this stage may result in any future offer of employment being withheld or withdrawn at a later stage	Yes

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Referees

Please provide the names and full contact details of the people who have agreed to supply references. References must include at least two positions with separate employers and, as a minimum, cover a period of three years employment and/or training history, where this is possible.

Referees will be required to comment on your competence, personal qualities and suitability for the post. This may be your line/department manager, or someone in a position of responsibility for any work experience or placement undertaken. If you are a student or trainee this should include a teacher/tutor at your education institution.

If you have not been in employment for a considerable amount of time but have had previous employment, then you should seek one reference from your last known employer and a personal reference from a person of standing within your community such as a doctor, solicitor or MP. Where it is genuinely not possible to obtain references from any of the sources outlined above, you must provide contact details of two personal acquaintances who would be willing to give a reference. Personal acquaintances must not be related to you, or have any financial arrangement with you.

Please note that all reference requests will be followed up and verified by the recruiting employer.

Referees may be approached prior to interview, unless you indicate otherwise below.

Type of reference	Previous Employer
Email address	Adam.hughes@ef.com
Title	Mr
Surname/Family name	Hughes
First name	Adam
Relationship	Worked with him on a project
Employer name	Education First
Job title	Program Manager
Address line 1	EF Education First
Address line 2	1F Jiu An Plaza, 258 Tongren Lu
Address line 3	
Town/City	Shanghai
County/State	Shanghai
Country	China
Postcode/Zip code	200040
Telephone	
Fax	
Can the referee be approached prior to interview?	Yes

Type of reference	Personal/Character
Email address	charlyfrankl@gmail.com
Title	
Surname/Family name	Batista
First name	Charly
Relationship	Worked with him at the digital Startup
Employer name	
Job title	
Address line 1	Bld 1A, Unit C 140
Address line 2	Jiashan Road
Address line 3	Xuhui District
Town/City	Shanghai
County/State	
Country	China
Postcode/Zip code	200031
Telephone	
Fax	
Can the referee be approached prior to interview?	Yes

If you have applied to us within the last 3 months, are you happy for us to use the references from your earlier application?

Document checklist

You should have received the following additional documents with this pack:

- TIS Scrum Master JD - TIS-ScrumMasterAndDelivery with new AFC.pdf
- TIS Technical Role Specification - TIS Developer Role Recruitment Specification v0.3.pdf
- HEE Functional Requirements - HEE Functional Requirements.pdf