

Administrative work

Performance and skills

This is assessed on the basis of the ability to:

- initiate, establish support for and skillfully implement tasks based on set objectives;
- complete tasks according to schedule and deliver the right amount and quality;
- interact professionally with colleagues and provide good-quality support based on the needs of the organisation and any client;
- develop personal competence based on the organisation's needs and objectives.

Contribution to operational development

This is assessed on the basis of the ability to:

- demonstrate an ability to think in new ways and actively take part in change and improvement efforts that benefit the organisation;
- look and ask for new tasks and challenges that benefit the organisation;
- share knowledge and experience with colleagues;
- develop collaboration efforts within SLU and with external partners based on SLU's vision and goals.