

Collector of Customs and Excise

Treasury

Grade: JESP 9-13
Responsible to: Chief Financial Officer, Treasury

What will you do?

Customs and Excise Division is the Division of Treasury which is responsible for leading the Isle of Man Government in relation to indirect taxation (VAT), customs, excise, sanctions and associated law enforcement work.

As Collector of Customs & Excise you are responsible for exercising the statutory duties under the Isle of Man Customs & Excise and VAT Acts and under relevant United Kingdom Acts.

What does that involve?

You will:

- Advise the Isle of Man Government on all indirect taxation, customs and excise and associated law enforcement policy matters. Working at a strategic level you will be actively participating in discussions on the interaction of indirect taxation with trade and the economy.
- Lead the strategic relationship with key stakeholders both external and internal. This will include representing the Isle of Man at meetings and in negotiations with the United Kingdom Government, other national and international organisations, law enforcement agencies and businesses.
- Be a catalyst for change helping to drive forward the vision of One Treasury.
- As accounting officer for Customs and Excise provide leadership and direction to enable the successful delivery of the Divisions key objectives.
- Build a dynamic and positive organisational culture and strong operating values, ensuring that Customs and Excise is an employer of choice.
- Be member of the Financial Crime Strategic Board, the Financial Intelligence Unit Board, the Advisory Council on the Misuse of Drugs and the EU Advisory Group, participating in the development of strategy in these key areas.
- Be a member of Treasury Senior Management Team contributing to the ongoing development of the Department.
- Undertake ad hoc tasks as deemed necessary by the Chief Financial Officer.

Management of Staff and Resources:

- You will be responsible for the line management of all staff and resources for Customs and Excise. This is currently 47 staff, income of £369m and £2.4m revenue expenditure. As well as being responsible for the development of staff, you will have responsibility for

the delivery of Isle of Man Governments and Treasury's targets in relation to customs and excise matters as well as setting and delivering the Division's targets in its annual Service Delivery Plan.

Performance Management & Improvement

All Civil Servants have a personal responsibility for performance management. You will be expected to contribute fully to the annual performance development review and all interim performance reviews.

Integrity

All staff of the Treasury are expected to recognise that the everyday business of the Treasury requires the highest level of personal integrity. Each Officer has a personal responsibility to maintain the confidentiality of all Government and client information and ensure the protection of the international reputation of the Isle of Man.

Health & Safety

It is the duty of every employee to take reasonable care for the Health & Safety of himself and others including the use of necessary devices and protective clothing and co-operate with management in meeting its responsibilities under the Health & Safety at Work Regulations. Any failure to take such care or any contravention of safety policy or managerial instructions in this area may result in disciplinary action being taken.

What do you need to be successful in this role?

	Essential or Desirable	Method of Assessment
Credibility		
Relevant professional qualifications	E	CV/ Pre-employment check
Experience of Customs and Excise (indirect tax, law enforcement and international taxation relationships) operations including experience at Senior Level	D	CV/Interview
Experience of effective leadership and management including, building and developing individual and team performance in a customer service orientated environment	E	CV/Interview
Experience of driving, communicating and delivering culture change within an organisation	E	CV/Interview
Experience of developing partnerships within the private and/ or public sectors	E	CV/Interview
Experience of inter-governmental negotiations	D	CV/Interview
Experience of working at Board Level and/or at the Political Interface and senior management in the public and/or private sectors	E	CV/Interview
Experience of high level decision making, as well as achievement/delivery of results	E	Interview
Has open conversations	E	Interview
Addresses the issues	E	Interview
Builds supportive relationships	E	Interview
Is professional and credible	E	Interview
Capability		
A demonstrable technical knowledge of VAT, customs and excise	E	Interview
Able to navigate a complex political landscape	E	Interview
Able to articulate indirect taxation policy, law and implications of changes for non-expert audiences	E	CV/Interview
Able to undertake detailed research and utilise this in analytical manner to assist with problem solving	E	CV/Interview
Able to lead strategic negotiations both locally and internationally	E	Interview
Future focused	E	Interview
Able to demonstrate knowledge and understanding of the operation of the Customs and Excise Agreement and its underlying revenue sharing arrangement (FERSA)	D	Interview
Makes considered decisions	E	Interview
Encourages innovation and supports change	E	Interview

Character		
Flexible attitude with strong organisational and analytical skills with the ability to work under pressure	E	CV/Interview
Strong listening and influencing skills	E	CV/Interview
Confident in group situations	E	CV/Interview
Monitors external events / trends / legislation to develop own awareness	E	CV/Interview
Trust and is trusted	E	Interview
Has positive energy and drive	E	Interview
Inspires, motivates and empowers	E	Interview
Other requirements		
IOM worker	D	Application Form/Interview
Able to travel off-Island and work unsociable hours when required	E	Interview