University of Cambridge Workforce Planning Analysis

**Institution:**

**Author:**

**Date created:**

**Date for Review:**

Table 1 Record of technical roles which are (a) critical to the Institution’s continuing operations; (b) harder to fill; (c) where turnover is anticipated / experienced.

| **No.** | **Role or job family (It is expected that institutions will only have resources to consider perhaps 4 or 5 top cases)** | **Reason for inclusion (from above)**  **(a) and/or (b) and/or (c) and/or other** | **Timeframe** | **Planned response** | **Institutional approval & authorisation (include resource allocation)** | **Notes** |
| --- | --- | --- | --- | --- | --- | --- |
| E.g. | Chief widget engineer | b, c. Specialist skill set; high external demand for skills | Immediate. Recruitment(s) and action by 1/10/xx | Recruit (internal) and train up generalist engineer for this specialist role in house & backfill with apprentice | HoD 1/4/xx; £70k underwritten from overheads; grant from School / Univ requested | Risk accepted that new recruit might leave; potential upgrade if role expands |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |