
Position Families:

[Professional Services](#)

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Positions

Position Family: Professional Services

Director / Partner Track/Principal	Aon.PRO.90900.6
Senior Manager	Aon.PRO.90900.5
Manager	Aon.PRO.90900.4
Senior Consultant	Aon.PRO.90800.3
Consultant/Analyst	Aon.PRO.90800.2
Graduate	Aon.PRO.90800.1

Position Description

Position title: Director / Partner Track/Principal
Position code: Aon.PRO.90900.6
Level: 6

Responsible for

Developing new client work for the firm with existing clients and through new client opportunities.

Report to

Corporate Professional Services Manager/Senior Partner/Global Practice Leader/Board.

Supervises

Managing a team of consultants

Main activities

- Developing and leading a practice, engagement teams, and client relationships.
- Being accountable for multiple and complex work assignments, project budgets, delivering within time frames, and short/long term resource planning.
- Preparation of major strategic proposals.

Key skills

- Specialist knowledge/leading expert/authority in and across industry segments and ability to develop new consulting techniques and methods.

Internal contacts

Industry and Product Marketing Managers, Project Managers, Development Specialists, Product Specialists.

External contacts

Customers at the senior executive level, industry specialist consultants and peripheral suppliers.

Typical experience

Typically at least 12 years of experience in in relevant specialised business areas and/or consulting.

Other comments

Other titles: Managing Director

Position Description

Position title: Senior Manager
Position code: Aon.PRO.90900.5
Level: 5

Responsible for

Recommends and executes business plans for area of responsibility

Report to

Associate Partner or Partner.

Supervises

Managers and senior staff

Main activities

- Develop client relationships and new business acquisition
- Involved in project staffing, execution, billing and collection
- Involved in budget planning, P&L responsibility, and marketing and sales

Key skills

- Specialist knowledge of one or more industries or segments.

Internal contacts

External contacts

Customers middle management level, various industry specialist consultants and peripheral suppliers.

Typical experience

Typically at least 7 years experience in relevant specialised business areas and or consulting.

Other comments

Senior Manager start to have client/business development goals and guidelines.

Position Description

Position title: Manager
Position code: Aon.PRO.90900.4
Level: 4

Responsible for

Directing day-to-day project activities

Report to

Senior Manager, Associate Partner or Partner.

Supervises

Staff size supervised typically range from 2 to 8 with potential for larger headcount responsibility depending on size/complexity of project

Main activities

- Allocate staff to client projects
- Prepare proposals
- Handle day-to-day client relationships

Key skills

- Knowledge and expertise in field of specialisation

Internal contacts

External contacts

Typical experience

At least 5 years experience in relevant specialised business areas and or consulting

Other comments

Manages people or projects. Could also be a technical expert.

Position Description

Position title: Senior Consultant
Position code: Aon.PRO.90800.3
Level: 3

Responsible for

Executing and completing project tasks

Report to

Senior Manager, Associate Partner or Partner.

Supervises

May have informal responsibility over more junior colleagues

Main activities

- Execute and complete tasks and analyses
- Identify and resolve problems in a timely fashion following established guidelines

Key skills

- Fully knowledgeable in field of specialisation

Internal contacts

External contacts

Typical experience

Typically 3+ years of experience. May hold advanced degree or MBA.

Other comments

Other titles: Senior Associate, Senior Analyst.

Position Description

Position title: Consultant/Analyst
Position code: Aon.PRO.90800.2
Level: 2

Responsible for

Providing an externally-facing service to clients in the development of industry specific strategic business solutions aligned to projects and consulting assignments.

Report to

Professional Services Manager, Senior Manager/Manager or Partners.

Supervises

Provides guidance to less experienced analysts or graduates

Main activities

- Execute and complete tasks and analyses
- Identify and resolve problems in a timely fashion following established guidelines

Key skills

- Analytical and technical skills in area of expertise

Internal contacts

External contacts

Typical experience

1 - 3 years work experience in relevant specialised business areas and/or consulting

Other comments

Position Description

Position title: Graduate
Position code: Aon.PRO.90800.1
Level: 1

Responsible for

Performing analysis in support of consulting engagements

Report to

Senior Consultant or Manager

Supervises

None

Main activities

- Conduct analysis under the direct supervision of a manager

Key skills

- Working knowledge of field of specialisation from previous work experience or university studies
- Individuals at this level are still learning and developing necessary technical skills.

Internal contacts

External contacts

Typical experience

This is an entry level role. Individuals typically have <1 year of professional experience.

Other comments