# **PERSON SPECIFICATION: Principal Estates Surveyor POST REFERENCE: 107224**

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

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| REQUIREMENTS | ESSENTIAL CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)  | DESIRABLE CRITERIAPlease indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training**
* **Specific qualifications (or equivalents)**
 | Educated to degree level in Estates Management or equivalent (F)(T)Member of the Royal Institution of Chartered Surveyors (F)(T)Evidence of continuous professional development (I) | Management Qualification DMS or MBA (F) |
| * **Work or other relevant experience**
 | Substantial experience of Estates Management & Valuation work at a senior level (F)(I)(R)Experience in managing a property team (I)(F)Experience in managing capital & revenue budgets (I)(F)Experience in undertaking complex negotiations, implementing complex development schemes and property/ land disposals/ acquisitions (I)(F) |  |
| * **Skills, abilities, knowledge and competencies**
 | Detailed knowledge of current legislation relating to Estates & Asset Management in the Public Sector (F)(I)(R)Understanding of the context of potential changes & challenges facing Local Government (I)The ability to handle heavy workloads & work under pressure & meet deadlines.(F)(I)Proven record of preparing strategic asset management plans, undertaking property reviews and implementing the outcomes (F)(I)Has proven and enhanced ability to negotiate, persuade & influence at a senior level (I)(R).Has proven ability to project manage and lead teams tasked with delivering key tasks within defined timescales (F)(I)Has proven ability to prepare & present complex reports and undertake formal presentations on complex matters in a clear & comprehensible manner to professional and lay audiences (I)(R)Demonstrable success of working closely & collaboratively with colleagues & a wide range of stakeholders (F)(I)(R)High level of technical competence & knowledge in relation to Local Government valuation matters (F)(I)(R)Excellent IT & Project Management skills (F)(I) | tieodeo |
| * + **General competencies**
 | Have a flexible approach to dealing with and adapting to change in a dynamic and forward looking Local Authority (F)(I)Have a strong commitment to quality customer care & service delivery (F)(I)Excellent written skills in order to formulate reports, policies, & other documentation on complex issues (F)(I)(R) Ability to travel when required (F)(I) |  |
|  **ESSENTIAL / DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** |

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.