

Person Specification

Senior Technician – Housing Enforcement

Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

- Relevant training and experience to demonstrate competency in housing standards enforcement work and general environmental health nuisance investigations and complaints
- Ability to carry out inspection of homes to assess compliance with licensing standards and taking related enforcement action to improve housing standards.
- Technical knowledge of construction to assess condition of property including repairs, improvements, overcrowding and multi-occupation.
- Good working knowledge of Housing Standards and other related legislation regarding ASB, Nuisance, HMO licensing, Selective licensing
- Ability to advise on enforcement and legislation in accordance with Council policy and to give advice and support to landlords and tenants
- Good IT skills and ability to prepare reports and responses as required
- Good oral and written communication skills and an ability to clearly articulate key messages to different audiences.
- Able to work in a team environment to perform the duties and responsibilities expected of the post to comply with service policies and procedures with minimum supervision.
- Good organisational skills and able to work to tight deadlines
- A commitment to equal opportunities in service delivery and employment

Desirable

- Certified competency in the Housing Health and Safety Rating System.
- Experience of working in a local government regulatory environment

Part B

The following criteria will be further explored at the interview stage:

- Knowledge of environmental health and housing enforcement
- Commitment to learning and development
- Approach to communication and delivering difficult messages
- Approach to prioritising work when faced with conflicting deadlines
- Approach to developing and managing relationships with customers and partners
- Understanding of the council's equal opportunity policy and embedding this in your practice.
- Ability to carry out duties with minimum supervision
- Understanding of the Council's equalities policy and applying this in the workplace.