# **PERSON SPECIFICATION: PRINCIPAL PROPERTY, PLANNING & COMMERCIAL SOLICITOR POST REFERENCE: 107438**

**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)**
 | * Professional qualification in Law (admitted as a Solicitor, (holding an unconditional Practising Certificate) or as a Barrister) (F)
 | * Degree in Law or related area. (F)
* Management qualification – (NVQ4, CMS, DMS). (F)
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| * **Work or other relevant experience**
 | * Considerable experience of public law particularly that relating to planning, property and commercial law (F)
* Experience in a management/supervisory capacity including allocating work and quality management. (F)
* Experience of working in a multi-disciplinary team. (F)
 | * Working knowledge of the law and practice relating to litigation, environment & development, constitution & administrative law and corporate governance (F) (I)
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| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** |

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| * **Skills, abilities, knowledge and competencies**
 | * Influencing (I):-

 - Rational persuasion - Responsiveness* Human Resources (I):

 - Positive Regard - Managing group processes - Self Assessment - Networking* Leadership (I):

 - Positive self image - Logical thought - Conceptualisation - Initiative* Self Managing (I):

 - Stamina and adaptability - Transferral learning - Restraint - Completer finisher* Planning & Implementation (I):
* Efficiency
* Proactivity & development
* Concern for standards
* Results
* Understanding of Local Government including corporate governance, performance management and related areas. (I)
 | * To be able to deliver a quality legal service through the provision of accurate and sound legal advice. (I)
* To be able to positively influence and contribute to the development of the Council’s Legal Services, through its accreditation as a Lexcel practice. (I)
* To develop and promote working practices with other key stakeholders, including partnering, for the benefit of the Legal Services Division. (I)
* To assist and engage in the training and development of junior members of staff and the general monitoring of team members. (I)
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| * + **General competencies**
 | * To be able to develop and implement systems to assist the development of the Legal Services Division. (I)
* To be able to offer professional support to team members and be able to advise members and officers of the authority. (I)
* Organisational competence (I)
* Time management (I)
* Team building (I)
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|  **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.