

## North of Tyne Combined Authority

### Person Specification

Project Manager (Housing and Infrastructure)



#### Part A:

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

#### Attitude:

1. Demonstrable interest in regional working, economic development and an understanding of the national policy context impacting on local/regional government.
2. Continual learning and professional development
3. Enjoying being part of a team and living the values wherever you work
4. A commitment to collaborating and building effective working relationships between public, private and voluntary organisations.
5. A self- starter - ability to manage own workload to planned timescales, amid conflicting demands.

#### Experience & Skills:

6. A track record of successfully developing and managing a portfolio of complex Capital and/ or revenue projects and taking a proactive approach to ensuring delivery targets are met in line with agreed timescales.
7. Experience of managing budgets, controlling expenditure, and managing delivery risks, ideally in a public funding environment.
8. Experience of developing and managing information systems and processes to capture performance data.
9. Excellent organisational skills with excellent written, oral and presentation skills

#### Desirable:

10. An understanding of the vision and priorities of the North of Tyne Combined Authority
11. Experience and understanding of the housing and regeneration environment and the role of public funding in achieving strategic objectives in these areas.

#### What we look for:

The North of Tyne Combined Authority are a diverse organisation. We don't need you to have a degree because we welcome the different life experiences our team bring to work. We don't need you to have physical 'abilities' because we support each other. We prefer variety in our work and our colleagues. We anticipate you'll have caring responsibilities of some kind, that you'll value your independence and our flexibility, and you'll want to care more about how we change lives than anything else.

#### Part B

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

- Strong communication and presentation skills.
- Approach to establishing a project and managing delivery risk.
- Approach to making informed commercial decisions.
- Communication skills.
- Approach to building and maintaining effective relationships with stakeholders.
- Ability to operate effectively in a politically-led organisation.
- Approach to working as part of a team.
- Experience of Capital projects and the housing and regeneration agenda.