

PERSON SPECIFICATION

Principal Officer (Licensing and Housing)

Essential	Desirable	Assess by
Knowledge and Qualifications		
<p>A formal qualification at degree level in an appropriate subject.</p> <p>Membership of appropriate professional body.</p> <p>Thorough knowledge of Housing or Licensing related legislation, policy and good practice, <u>and be willing to undertake additional training depending on experience in either discipline.</u></p> <p>Evidence of maintaining and implementing CPD to increase knowledge and improve performance.</p> <p>Full driving licence and access to a vehicle.</p>	<p>Management qualification.</p>	<p>Application/Interview</p>
Experience		
<p>Substantial knowledge and practical experience in providing specialist advice in one or more of the following functions: Licensing and housing, General Environmental Health.</p> <p>Substantial experience of providing advice on issues appertaining to the statutory functions in respect of either Housing/Licensing/General Environmental Health Functions and to initiate formal action against individuals or organisations that fail to comply with statutory requirements, having due regard to the principles of the enforcement Concordat and the better regulation agenda.</p> <p>Experience of developing internal and external networks/partnerships to</p>	<p>Experience of challenging, constructively and clearly, poor performance and inappropriate behaviour.</p> <p>Experience of developing and implementing customer focused service improvements.</p>	<p>Application/Interview</p>

<p>achieve specific objectives.</p> <p>Experience of delivering services that has the customer at the heart of all activities being delivered</p> <p>Experience of directing and supporting employees.</p>		
Skills and competencies		
<p>Driven to deliver high quality service to both internal and external clients and to ensure at all times services delivery meets the aims and objectives of the Alliance.</p> <p>Excellent team working, communication, report writing and problem solving skills.</p> <p>Ability to negotiate to best effect to deliver sustainable development and meet organisational aims and objectives.</p> <p>Able to provide innovative solutions and alternative delivery methods to improve service delivery.</p> <p>Able to work in collaboration to support cross service working within the Alliance and joint working with external partners.</p> <p>To have a positive attitude at work and create a positive atmosphere.</p>		Application/Interview
Physical, mental and emotional demands		
<p>The ability to work with interruption, balancing a number of different priorities and conflicting demands.</p>		Application/Interview

All applicants with a disability who meet the minimum requirements for the role will be given an interview and will be considered on their abilities.

We can only accept applications from candidates who are permitted to work within the UK, or from those who have a valid work permit.