

Recruitment person specification

Post being recruited for: Senior Transport Officer

Council core competencies

These apply to all posts

Being customer / client focused

Working effectively with others

Managing change

Taking ownership and responsibility

Communicating effectively

Planning and decision making

These apply to posts with responsibility for managing people or resources

Leading others

Managing performance and developing others

Political sensitivity

Managers

1. Specify what the essential requirements are for your vacancy under each category. All candidates that have disclosed a disability must be interviewed if they meet the essential requirements.
2. Specify what the desirable requirements are for your vacancy under each category. Desirable criteria can be used to shortlist candidates if you have a high volume of applicants. However, you cannot use desirable criteria when shortlisting any candidates that have disclosed a disability.

Person specification

Category	Essential	Desirable (not every post needs desirable requirements)
Experience	<ul style="list-style-type: none">• At least five years experience of working in a professional capacity in a transport environment.• At least five years experience working in a professional capacity in a local authority	

Knowledge , skills and understanding	<ul style="list-style-type: none"> • Sound knowledge of the statutory planning system including procedures for developer contributions. 	Essential
	<ul style="list-style-type: none"> • Detailed knowledge of relevant roads and transport legislation. 	Essential
	<ul style="list-style-type: none"> • Good understanding of the structures, processes and procedures in local government. 	Essential
	<ul style="list-style-type: none"> • Good understanding of current thinking on principles for good street design and place-making 	Essential
	<ul style="list-style-type: none"> • Able to communicate complex, technical information both in writing and orally to elected members. 	Essential
	<ul style="list-style-type: none"> • Able to relate well to other professional disciplines and foster strong working relationships 	Essential
	<ul style="list-style-type: none"> • Able to negotiate with other professionals to achieve a good planning outcome. 	Essential
	<ul style="list-style-type: none"> • Good interpersonal skills and able to relate well to customers, elected members, community groups and the general public. 	Essential
	<ul style="list-style-type: none"> • Able to confidently deliver presentations to groups and Council committees and to give evidence as an expert witness at hearings or inquiries 	Essential
	<ul style="list-style-type: none"> • Able to be flexible, to work to strict deadlines and cope when priorities change. 	Essential
	<ul style="list-style-type: none"> • Able to use initiative to proactively find solutions to complex planning and transport problems. 	Essential
	<ul style="list-style-type: none"> • Able to think innovatively and develop new approaches to policy development, place-making and assessment of planning applications. 	Desirable

	<ul style="list-style-type: none"> • Able to matrix manage other Council officers and ensure complex projects or applications keep to programme. • Able to confidently chair meetings. • Able to manage the team on a temporary basis when the Team Manager is unavailable. 	<p>Essential</p> <p>Essential</p> <p>Essential</p>
<p>Qualifications and training</p>	<ul style="list-style-type: none"> • Degree or Diploma in a relevant subject area. • Postgraduate qualification in a related subject. • Member of an appropriate professional body or extensive knowledge and skills to the extent that they can deliver operational services and projects within a planning environment. 	<p>Essential</p> <p>Desirable</p> <p>Essential</p>

Job specific requirements	<i>The postholder will be required to out of the office in locations around the Council area on occasions and outside normal working hours from time-to-time.</i>	
----------------------------------	---	--