

Recruitment person specification

Post being recruited for: Quantity Surveyor

Our Behaviours

These apply to all posts

Respect

Integrity

Flexibility

Person specification

Category	Essential	Desirable (not every post needs desirable requirements)
Experience	Significant experience in the delivery of complex building repair projects. Budget management of workload up to £18m/annum. Management of major repairs projects on local authority Housing. Effectively working with a wide range of stakeholders including homeowners, tenants, professional bodies representing surveyors and architects, heritage and conservation bodies, and community groups. Sound understanding of commercial issues and an aptitude for negotiations with experience of resolving issues with third parties. Proven experience and deep understanding of customer services. Proficiency in Microsoft Word, Powerpoint and Excel.	Experience working in the public sector. Previous contribution to achievement of ISO standard. Knowledge of case/project management systems. Experience or knowledge of working in a 'Mixed Tenure or shared ownership' setting

Knowledge, skills and understanding	Current knowledge of legislation, policy, and statutes pertaining to Housing property repairs. Excellent verbal and written communication skills, including report writing for senior management and both technical and non-technical audiences. Ability to work under pressure and prioritise work. Understanding of the political sensitivities and issues surrounding the delivery of high profile and complex work in a public sector organisation. Ability to develop frameworks and procedures within strict governance and risk guidelines. Ability to contribute to, interpret and analyse tender documents in order to ensure best value and quality in line with Council budgets. Ability to manage budget and investment programmes.	Knowledge current issues in local government, policies, and customer care standards. Demonstrates understanding of KPIs.
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Knowledge, skills and understanding	Management of a number of concurrent, complex projects and ability to analyse and apply suitable course of action. Evidence of sound financial skills with the ability to interpret financial and budgetary information. Demonstrates high degree of innovation. Demonstrates ability to manage complex customer/client relationships. A willingness to learn and develop knowledge and skills through practical on the job experience. Knowledge, experience and understanding of delivering property repairs within the Tenements (Scotland) Act 2004. Knowledge, experience and understanding of a range of commonly used construction contracts. Knowledge, experience and understanding of best value design solutions in relation to the design and specification of major building components i.e. roofs, external walling, cladding, windows and doors, which are to represent good value for money in terms of initial installation and future maintenance costs.	
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Qualifications and training	Appropriate Chartered professional or working towards Chartered qualification. Hold a professional qualification such as MRICS or MCIOB. Educated to degree level or equivalent in a relevant professional discipline and have relevant experience in an asset management environment. In exceptional cases this requirement may be satisfied through relevant experience and demonstrated competence. Evidence of continuing professional development.	Project Management qualification such as PRINCE2, Agile, etc. Qualified Member of appropriate professional institution. MRICS/FRICS/MCIOB/MICE or working towards professional membership or an appropriate institution.
Job specific requirements	Ability to communicate complex and contentious issues internally and externally, including representing the Council as required. Ability to monitor progress and takes corrective action to ensure priorities are met. Ability to monitor, control and manage contracts to achieve the necessary rate of return and optimum recovery of costs. Ability to deal with complex issues and exercise good judgement. High quality communications skills – both written and oral. Ability to manage resources. Full UK driving licence.	Registered under the Construction Skills Certification Scheme.