

Recruitment person specification

Post being recruited for: **Housing Development Officer**

Our Behaviours

These apply to all posts

Respect

Integrity

Flexibility

Person specification

Category	Essential	Desirable (not every post needs desirable requirements)
Experience	Experience within a housing or other similar service environment of comparable scope, size, and complexity. Delivering or supporting front line services to deliver excellent customer services. Supporting programmes and projects and an understanding of your contribution to effective teamwork.	Developing and implementing strategic plans, engaging stakeholders, customers, and partners in their development. Contributing to financial and operating strategy or service improvements.

Knowledge, skills and understanding	Excellent analytical and research skills and the ability to interpret and communicate complex policy, legislation, regulation, and data. Ability to write, think, speak, and present clearly and succinctly and to understand the importance of communication in long term planning. Negotiating skill and experience of securing the cooperation and contribution of partners and colleagues to the delivery of services. Strong verbal and numerical reasoning skills.	Business, strategic, and operational planning, programme, and project management skills and/or service change experience. Knowledge of the housing legislative, regulatory and policy environment in which the service operates. Understanding of commercial and entrepreneurial approach to service delivery. Ability to assess, plan and implement controls to manage risk across operations and strategy. Strong communication skills at personal, operational, and strategic levels. Relationship development and management skills.
Qualifications and training	Evidence of continuous professional and management development.	Qualified to degree level or equivalent evidence of experience.
Job specific requirements		Strong programme and project management skills.