Recruitment person specification

Post being recruited for: Senior Street Enforcement Officer

Our Behaviours

These apply to all posts

Respect – We're inclusive, we promote equality, we treat people with fairness, understanding and kindness and we consider others in our decisions and actions.

Integrity – We're open and honest, we take responsibility, we build trust and we pull together to do what's right for our residents, colleagues and city

Flexibility – We're open minded, we keep it simple, we adapt to provide great service and find better ways of doing things, and we embrace opportunities for shared working and learning

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
Experience	Experience of supervising or leading staff and supporting performance management Experience in an enforcement, regulatory, environmental or community safety role Experience of carrying out investigations, gathering evidence and preparing reports for enforcement or legal action Experience of dealing with members of the public, including handling complaints and challenging situations	Experience working within a local authority or public sector environment Experience of preparing cases for court and giving evidence as a witness Experience of working with multi-agency partners (e.g. Police Scotland, SEPA) Experience contributing to service improvement projects or campaigns

Knowledge, skills and understanding	Knowledge of relevant enforcement and environmental legislation Ability to lead, supervise and support a team effectively Strong communication and interpersonal skills with a wide range of stakeholders Ability to make decisions on enforcement action, including complex cases Ability to plan and manage workload for self and others Strong report writing and evidence gathering skills Ability to carry out dynamic risk assessments and work safely in challenging environments Competence in using IT systems (e.g. Microsoft Office, Confirm, Civica)	Broader knowledge across multiple enforcement disciplines or specialist areas Knowledge of RIPSA legislation and its practical application Experience of leading change or developing team capability Experience representing a service at meetings or community forums Advanced problem-solving in complex or sensitive enforcement scenarios Experience managing competing priorities in a high-demand environment Experience producing reports for Procurator Fiscal or legal services
Qualifications and training	SVQ Level 4 (or equivalent) or relevant experience	Additional qualifications in enforcement, investigation or community safety Formal training in investigation, surveillance (RIPSA), or enforcement procedures
Job specific requirements	Ability to work independently and supervise staff without direct supervision for extended periods Willingness to work outdoors in all weather conditions and across different locations Ability to undertake physically demanding duties (e.g. patrols, searching waste, varied terrain) Ability to deal with confrontational or aggressive situations professionally Commitment to health and safety, including PPE and safe systems of work Ability to attend court and give evidence as required Flexibility to support business continuity and other service areas if required Ability to travel/move across a wide geographical area as required by the role	Full Driving Licence