



Person Specification			
Post title	Environmental Health Officer / Senior Environmental Health Officer	Grade / Salary	Pay Band L / SCP 32 - 35 [£40,221 - £41,418 per annum] Pay Band M / SCP 34 – 35 [£42,403 - £43,421 per annum]

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
Skills, knowledge, experience		
S1	Ability to analyse and interpret complex data and to disseminate in various reporting formats	CV / I / E
S2	Ability to supervise and motivate staff in an efficient and effective manner providing clear direction and leadership.	CV/ I
S3	Excellent interpersonal and presentational skills with an ability to deal with all levels of people/ agencies/professionals/businesses and to provide advocacy before the Magistrates/Crown Court.	CV / I
S4	Good knowledge of criminal investigative techniques, legal practice and sound professional judgement in undertaking complex investigations.	CV / I / E
S5	Knowledge and understanding of national and regional issues that impact on the regulatory functions for which you are responsible	CV / I / E
S6	Knowledge of Environmental Health legislation and good practice	CV / I / E
S7	Knowledge of Environmental Health legislation and good practice	CV / I / E
S8	Ability to maintain accurate written and computerised records, which comply with legal procedures and to ability to use relevant software applications	CV/ I
S9	Knowledge of the Regulation of Investigatory Powers Act.	CV/ I

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S10	Achieves personal objectives on time and to the agreed standard whilst having consideration for the effect on others, competing priorities and tight deadlines.	CV / I
S11	Ability to work independently, innovatively and with initiative to plan and prioritise workload to consistently meet targets.	CV / I
S12	Experience of customer care, direct customer contact with service users and engaging partners.	CV / I
S13	Valuing Diversity - Listen, support and monitor the diverse contributions made to service development without prejudice. Challenge behaviours and processes which do not positively advance the diversity agenda whilst being prepared to accept feedback about own behaviour. Recognise people's strengths, aspirations and abilities and help to develop their potential. Understand how Valuing Diversity can improve our ability to deliver better services and reduce disadvantage.	CV / I
S14	Commitment to follow procedures and respond to instructions from Senior Officers and Managers.	CV / I
S15	A commitment to work flexibly and beyond normal 9-5 working hours if necessary to achieve deadlines and targets.	CV / I
S16	Car driver and availability of car or equivalent mobility for use during working hours for business purposes.	CV / I
S17	A commitment to carry out out of hours inspection and monitoring activities when requested.	CV / I
Personal attributes and circumstances		
P1	You must adhere to the "Knowsley Better Together" staff qualities; Integrity, Accountability, Communication and Respect	I
Communication		
C1	A demonstrable willingness to share information and work with other people, including the ability to listen, communicate with and understand others, taking account of other people's points of view.	CV / I
Qualifications		
Q1	Good overall level of education to a minimum Degree level or equivalent	C
Q2	A Certificate of Registration issued by the Environmental Health Registration Board (EHRB) to practice as an Environmental Health Officer/Practitioner; OR	C

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	A Diploma in Environmental Health (or its antecedents) awarded by the EHRB; AND A minimum of three years relevant post qualification experience (for Senior EHO)	
Q3	Demonstrate competencies and CPD	C / CV / I

A = Application form **CV** = Curriculum Vitae **C** = Certificate **E** = Exercise **I** = Interview **P** = Presentation **AC** = Assessment Centre **T** = Test

Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- Motivation to work with children and young people.
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people.
- Emotional resilience in working with challenging behaviours.
- Attitudes to use of authority and maintaining discipline

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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