



Person Specification			
Post title	Senior Estates Surveyor	Grade	L / £41,511 - £42,708 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	Excellent general knowledge of property management, valuation, development appraisal and property law.	CV/SS, I
S2	Excellent personal organisation skills – ability to successfully manage a demanding and diverse caseload.	CV/SS, I
S3	Ability to think creatively and solve problems arising from own workload with appropriate supervision.	CV/SS, I
S4	Experience in general practice surveying / property management.	CV/SS
S5	Experience of supervising of technical and support staff.	CV/SS, I
S6	Experience of managing Service Charges.	CV/SS, I
S7	Experience of estate management software systems.	CV/SS, I
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect	I
P2	Demonstrate a commitment to working as part of a team in a flexible and responsive manner.	I
P3	Ability to deal with busy environment and frequent need to meet deadlines.	I
P4	Demonstrate a personal commitment to continuous learning and development.	I
Communication		
C1	Excellent written and oral communication skills. Ability to deal confidently with a variety of people in different situations (e.g. Councillors, tenants, external agencies, professional representatives).	CV/SS, I
C2	Ability to produce clear and concise written reports.	CV/SS, I

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Qualifications		
Q1	Degree in Estate Surveying or equivalent qualification.	CV/SS, C
Q2	Membership of the Royal Institution of Chartered Surveyors.	CV/SS, C
Q3	MRICS Registered Valuer.	CV/SS, C
Q4	Full Driving Licence and use of own car for business.	CV/SS, C

CV/SS = Curriculum Vitae/Supporting Statement **A** = Application Form **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.

June 2024

