



Person Specification			
Post title	Group Manager – Private Finance Initiative (PFI) Contract Management	Grade	PMG3

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	Experience of working within a contractual environment.	CV/SS, I
S2	Experience of working within facilities management	CV/SS, I
S3	Project Management experience – revenue and capital.	CV/SS, I
S4	Financial Management skills ability to interpret data and information.	CV/SS, I
S5	Proven negotiation skills in a school environment.	CV/SS, I
S6	Understanding of Private Finance Initiative Contracts and risk sharing between parties.	CV/SS, I
S7	Experience of completing central government returns	CV/SS, I
S8	Ability to motivate, lead and manage a team in the delivery of an effective and efficient service, capable of achieving deadlines and performance standards.	CV/SS, I
S9	Proven ability to work effectively in a political environment and establish effective working relationships.	CV/SS, I
S10	Excellent oral and written communication and negotiation skills.	CV/SS, I
S11	General IT skills eg excel, word and also CAFM (Maximo) systems	CV/SS, I
S12	Ability to develop and grow individual team member competency and capabilities.	CV/SS, I
S13	Ability to represent the Council and Service at both internal and external meetings.	CV/SS, I
Personal attributes and circumstances		
P1	You must adhere to the “Knowsley Better Together” staff qualities; Integrity, Accountability, Communication and Respect.	I
Communication		

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C1	Effective negotiation and customer care skills.	CV/SS, I
C2	Ability to challenge and influence decision making.	CV/SS, I
Qualifications		
Q1	Degree Level Qualification – Building Surveying, Contract or Project Management, Accountancy.	CV/SS, C
Q2	Evidence of continuing professional development.	CV/SS, I

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.

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