



| Person Specification | | | |
|----------------------|---------------------------------|--------------|---------------------------------|
| Post title | Arboricultural planning Officer | Grade | H / £34,434 - £36,363 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 | Demonstrable experience of modern arboricultural practices, including tree health and safety surveys and development woodland management plans | CV/SS, I |
| S2 | Demonstrable experience of professional advice relating to BS 5837 <i>trees in relation to design, demolition and construction</i> , to inform decision-making on arboricultural matters to the Planning Service. | CV/SS, I |
| S3 | Experience in managing and delivering arboricultural services, including managing external Tree Contractors to deliver proactive and reactive works across the boroughs tree stock. | CV/SS, I |
| S4 | Experience and comprehensive knowledge of planning policy and legislative arboricultural matters such as tree preservation order applications, enforcement and appeals. | CV/SS, I |
| S5 | Experience in Landscape Design understanding / project work | CV/SS, I |
| S6 | A professional outlook to organisation of work and willingness to seek continuous improvement | CV/SS, I |
| S7 | Good interpersonal skills with an emphasis on effective customer care | CV/SS, I |
| S8 | Ability to work within a team and without constant supervision | CV/SS, I |

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| S9 | Experience in people management, including <ul style="list-style-type: none"> Ability to manage, coach, motivate and develop staff Managing and adapting plans and activities as opportunities emerge | CV/SS, I |
| S10 | Ability to develop effective relationships with a wide range of staff and external agencies. | CV/SS, I |
| S11 | Good IT skills, including the use of Microsoft Packages and specialist systems such as KaarbonTech Tree Software, AutoCAD and Map Info and the ability to gain competence in new systems and tools | CV/SS, I |
| S12 | Current UK driving licence and availability of vehicle or similar mobility. | 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 | A demonstrable willingness to share information and work with other people. | I |
| P3 | Availability to travel and work unsociable hours as required | I |
| P4 | Attendance at evening meetings / emergency call out may be required | I |
| Communication | | |
| C1 | Enthusiasm and commitment to providing a quality service. | I |
| C2 | Excellent communication, customer care and organisational skills. | CV/SS, I |
| Qualifications | | |
| Q1 | An appropriate qualification(s) in arboriculture (i.e. ND Arboriculture, ISA Technicians Certificate) | CV/SS, C |
| Q2 | Hold a relevant professional membership(s) | CV/SS, C |

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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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