Knowsley Council

Person Specification			
Post title	Senior Estates Surveyor	**Grade**	L / £44,253 - £45,529 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, I
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 and demonstrate your understanding of the “Knowsley Behaviours” Proactive, Accountable, Collaborative and Empowering.	I
P2	Accountability - willingness to take personal responsibility for your actions and decisions, and to understand the consequences of your behaviour.	I
P3	A demonstrable willingness to share information and work with other people.	I
P4	Respect - a strong desire to treat people with care and dignity, observing the rights of other people, and helping and supporting others where you can	I
P5	Demonstrate a commitment to working as part of a team in a flexible and responsive manner.	I
P6	Ability to deal with busy environment and frequent need to meet deadlines.	I
P7	Demonstrate a personal commitment to continuous learning and development.	I

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

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