

Person Specification

Job Title	Building Surveyor
Grade	PO4
Service/Section	Disability and Home Improvement Team
Directorate	Housing

Method of Assessment: AF= Application Form, T = Test, P = Presentation, I = Interview

Shortlisting Criteria: Essential criteria assessed via application form should be used to shortlist.

Criteria	Method of Assessment	Essential/ Desirable
Knowledge		
Detailed knowledge and understanding of construction techniques in relation to domestic dwellings.	AF/I	E
A working knowledge of current building regulations, codes of practice, British standards and health & safety legislation in relation to building construction.	AF/I	E
Skills and Abilities		
Ability to identify defects in relation to all forms of construction in domestic dwellings (including general building work, plumbing, electrical systems) and ability to identify appropriate remedies.	AF/I	E
Ability to carry out measured site surveys produce specifications and drawings.	AF/I/T	D
Ability to effectively carry out the duties of contract administrator, including financial control of contracts.	AF/I	E
Ability to apply advanced problem solving skills to the design and specification of complex disabled adaptations.	I/T	D
Ability to communicate complex issues effectively with clients and colleagues, both verbally and in writing.	I	D
Commitment to the delivery of high quality services to vulnerable people.	I	D
An understanding of the housing problems faced by people with disabilities.	I	D
Ability to write letters and reports.	I	D
Ability to input and interrogate computerised systems.	I	D

Current full driving license and willingness to use own vehicle for work visits.	I	D
Experience		
MRICS or MCIQB preferred, or HNC, ACIOB, or equivalent with extensive relevant experience	AF/I	E
Or		
Substantial relevant experience		
Extensive experience of supervising building contractors on site	AF/I	E
Equal Opportunities		
Understanding of and commitment to the Council's equal opportunities policies and ability to put into practice in the context of this post.	AF/I	E
Managers/Supervisors only		
(see management standards guidance for full descriptions) <ul style="list-style-type: none"> • Leadership levels I, II or III • Communication levels I, II or III • Performance Management levels I, II or III 	AF/I	