

# Person Specification



South  
Cambridgeshire  
District Council

Post: Energy Investment Officer  
Prepared: January 2019

Criteria	Attributes	Essential (E) Or Desirable (D)	Method Of Measurement A - Application Form, I - Interview T - Test
Education/ Qualifications	Educated to degree or equivalent level in a related subject	D	A
	Demonstrable experience of work in an area relating to green energy investment	E	A and I
	Evidence of continuous professional development	D	A
	Membership of a relevant professional body		A
Experience/ Knowledge	Knowledge of Climate Change and the low carbon energy agenda, including energy generation and efficiency measures	E	A and I
	An awareness of the International Performance Measurement and Verification Protocol for verifying the results of energy efficiency and renewable energy projects	D	A and I
	A proven track record of leading and implementing major corporate projects in accordance with recognised project management methodologies	E	A and I
	Detailed knowledge and understanding of local government, including an awareness of the issues facing the sector, and decision making processes within the political environment.	E	A and I
	Demonstrable experience of managing projects and change through to the delivery of desired outcomes	E	A and I
	Proven success in providing high-level advice and guidance on strategic issues	E	A and I
	Knowledge and experience of procurement and contract management of suppliers	D	A and I
	Experience of working with external partners	E	A and I

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	An understanding of the different types of benefits that can be delivered through projects	E	A and I
	Experience of the identification of investment opportunities.	E	A and I
	Experience of developing financial and commercial analysis and business cases.	E	A and I
	Ability to present often complex business plans to Members and Senior Officers.	E	A and I
Skills And Abilities	Ability to work with a high degree of initiative and independence	E	A and I
	Ability to influence and win the support of others within the Council and externally	E	A and I
	Ability to apply innovative thinking to solve complex problems	E	A and I
	Proven ability to work under pressure, prioritise and plan workload and meet deadlines	E	A and I
	Ability to manage complex and large projects	E	A and I
	Ability to build successful relationships and trust with colleagues, Members, partners and other stakeholders.	E	A and I
	Analytical approach and attention to detail	E	A and I
Personal Qualities/ Aptitude	Ability to communicate effectively, including report writing, and presentational skills	E	A and I
	High integrity with an open, honest and objective style	E	A and I
	Ability to sustain good working relationships	E	A and I
	Flexible, reliable and resilient	E	A and I
	Committed and enthusiastic	E	A and I
	To demonstrate an understanding of and commitment to the Council's Comprehensive Equalities Policy in both service delivery, in relationships with colleagues, and in employment practices	E E E	A and I A and I A and I

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Miscellaneous /Other Working Requirements	Able to attend some evening meetings within the district and/or neighbouring areas	E	A and I

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