

Person Specification



South
Cambridgeshire
District Council

Post: Surveyor

Prepared on: 26th June 2018

Criteria	Attributes	Essential (E) Or Desirable (D)	Method Of Measurement A - Application Form, I - Interview T - Test
Education/Qualifications	HNC/HND Building Studies or equivalent (or working towards) Membership of Professional Body, CIOB, RICS	E D	A A
Experience/Knowledge	Experience of working within a Housing maintenance service Experience of dealing with tenants/leaseholders/general public. Good knowledge of Building Maintenance/contract administration/Project Management/Contract supervision experience. Good knowledge of housing law and polices.	E E E E E	A & I A & I A & I A & I A & I
Skills And Abilities	Experience of working with computerised housing management systems Contract Administration and budgetary management skills. Good ICT skills Good written and oral communications skills. Organisation/presentation/interpersonal skills	D E E E E	A & I A & I A & I A & I A & I
Personal Qualities/Aptitude	Self-motivation and ability to work on own and as part of a team. Customer focused/Flexible approach. Ability to prioritise workload and make decisions. Committed to resident involvement Honesty and integrity	E E E E E	A & I A & I A & I A & I A & I
Miscellaneous /Other Working Requirements	Full driving license/use of car. Commitment to further relevant training.	E E	A & I A & I