

Person Specification

Job Title	Technical Officer – Residential Services
Grade	SO2
Service/Section	Environmental Health Residential Services
Directorate	Housing and Safer Communities

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

Criteria	Essential/ Desirable
Knowledge	
Detailed knowledge of current and proposed, and ability to interpret, legislation relevant to Environmental Health and in particular Housing and with demonstrable knowledge of enforcement within this field	E
Skills and Abilities	
Ability to provide technical support on behalf of the team, including undertaking surveys, inspections and investigations.	D
Ability to gather evidence to undertake a graduated approach towards enforcement, including assistance in the preparation of legal proceedings and giving evidence in court and at public enquiries.	D
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Demonstrable understanding of customer service care and ability to learn from mistakes and contribute to service improvements and the ability to balance quality and quantity of work.	D
Capable of balancing educational, advisory and enforcement approach. Good understanding of and ability to work to the Regulators Code	D
Capable of undertaking high risk site investigations and able to keep clear and accurate records.	D
Daily access to a car and a full UK driving licence.	E
Able to attend events and meetings outside normal working hours, including early morning inspections under warrant (raids) and contribute to the Council's response to civil emergencies	E

Experience	
Experience of delivering services in the regulation of private rented sector housing.	E
<i>Consideration will be given to applicants who are working towards or are newly qualified with a Diploma/Degree in Environmental Health or equivalent and who are working towards their EHRB Registration</i>	
HHSRS (Housing Health and Safety Rating System) certified.	E
Experience of PACE, conducting interviews under caution, preparing evidence and obtaining warrants	D
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.	E
Understanding of and commitment to achieving the Council's staff values and ability to put into practice in the context of this post.	E