

South Derbyshire District Council

PERSON SPECIFICATION

LOCATION: Corporate Property – Law & People Directorate

POST: Property Surveyor

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW ASSESSED
ATTAINMENTS	• Degree in Estate Management or equivalent. • Practical experience in an estate management post covering a range of issues including property valuations, negotiations, disposals, acquisitions, new lettings, rent reviews, repair and maintenance, land sales and other property matters. • Knowledge of property matters including advanced valuation principles, property law and other relevant legislation such as health and safety issues affecting property. • Financial management skills in dealing with rent income, service charges and valuations. • IT Literate.	• MRICS Status. • An awareness of local authority financial regulations and procedure rules. • Experience of setting up and maintaining property databases. • Practical experience in Facilities Management, including repair and maintenance of public land and buildings	• Application, Interview and Test.
GENERAL	• Analytical approach.	• The ability to produce or	• Application and

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW ASSESSED
INTELLIGENCE		manipulate plans to scale for legal documents.	Interview.
SPECIAL APTITUDES	- Personal and organisational skills to deal with complex issues within limited timescales and competing priorities. - Commercially aware. - Ability to communicate effectively and produce professional reports. - Ability to develop and maintain positive working relationships across the organisation.	Management Experience.	Application, Interview and Test.
DISPOSITION	Methodical and logical approach.	Negotiation and influencing skills.	Application and Interview.
CIRCUMSTANCES	Ability to travel to site and undertake inspections and valuations.		Application and Interview.
EQUAL OPPORTUNITIES	Ability to demonstrate a commitment to the principals of equal opportunities and diversity in service delivery and/or employment.		Application and Interview.