

Development and Economic Growth		
Development Management		
Person Specification		
Operations Manager (Lead Specialist)		
Post No -New		Grade: LS06/5
Attributes	Essential	Desirable
Experience	<p>Substantial Experience in Development Management including managing multiple disciplines within a development management team</p> <p>Experience in dealing with larger, more complex and sensitive planning applications/development schemes</p> <p>Experience of managing /leading a team</p> <p>Visiting and dealing with the public, face to face, on the telephone and in writing and be able to demonstrate an ability to communicate with a wide range of stakeholders, including elected Councillors.</p> <p>Preparation of reports/legal notices/statements</p>	<p>Substantial Local Government Development Management experience</p> <p>Experience in the private sector in development schemes</p> <p>Experience in Local Plans/LDF/planning policy work</p> <p>Preparing general information for customers</p> <p>Experience of handling budgets</p>
Qualifications	<p>Degree or equivalent in Town and Country Planning or related subject</p> <p>Full RTP1 membership</p>	<p>RICS Membership Management Qualification</p>

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<p>Specialist Knowledge</p>	<p>Knowledge of planning process and regulations</p> <p>Working knowledge of reading/interpreting plans and technical or legal documents</p> <p>PC literate Experience of database/GIS applications</p> <p>Able to conduct research and basic survey work including on site visits</p> <p>Knowledge of the Implementation of e Govt initiatives</p>	<p>Experience of using Uniform database</p> <p>Experience of using ARC View/AR Information GIS system</p> <p>Understanding of IT data bases</p>
<p>Special Working Conditions</p>	<p>Full driving or motorbike licence is required</p> <p>The organisation of normal working hours may vary to accommodate the requirements of the post</p> <p>Some evening working will be necessary and some weekend work may be necessary</p>	

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<p>Personal Characteristics</p>	<p>Able to display sensitivity, tact and diplomacy when dealing with individuals.</p> <p>Ability to present complex issues in an assertive and confident manner</p> <p>Ability to work with the minimum of supervision.</p> <p>Able to work in teams and deliver corporate objectives</p> <p>Able to manage others/delegate to achieve performance targets and to deliver objectives</p>	<p>Flexible approach to working practices and willingness to work on own.</p> <p>Self reliant</p>
<p>Practical and Intellectual Skills</p>	<p>Numerate</p> <p>Interpersonal skills</p> <p>Able to analyse problems and generate practical solutions within a regulatory/policy framework</p> <p>Able to work to deadlines</p> <p>Influencing skills</p> <p>Able to make logical decisions based on sound data with an unbiased rational approach</p> <p>Presentation skills</p> <p>Communication skills</p> <p>Able to negotiate effectively</p> <p>Able to work effectively with politicians</p>	
<p>Diversity</p>	<p>Considers impact of Diversity On decision making and dealing with staff and residents</p>	

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Leadership and Management	Ability to lead a team and provide direction Ability to develop others and take effective action to improve performance	
Physical	Able to undertake site visits regularly across land, buildings and construction sites	
<p>Prepared by: Andrew Ashcroft</p> <p>Designation: Planning Services Consultant</p> <p>Date: July 2022</p>		