

## PERSON SPECIFICATION

<b>Job Title:</b>	<b>Post No:</b>	<b>Grade:</b>
Principal Community Protection Officer		HC9
<b>Directorate:</b>	<b>Division/ Department:</b>	<b>Section/ Location:</b>
Economy and Place	Environmental Health and Trading Standards	Trading Standards 8 St Owen Street Hereford

All candidates will be considered on their ability to meet the requirements of the person specification	<b>Requirements</b>	<b>Method of Assessment*</b>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience as a Community Protection Officer</li> <li>• Or</li> <li>• Similar Enforcement Role</li> </ul>	Interview
<b>Skills and Abilities</b> <i>Including personal attributes. Consider if project management skills are needed.</i>	<ul style="list-style-type: none"> <li>• Ability to manage, motivate and lead staff</li> <li>• Excellent verbal and written communication skills</li> <li>• Ability to convey and explain complex legal and technical issues at all levels</li> <li>• Ability to exercise judgement as to the appropriate balance between education and enforcement</li> <li>• Ability to manage and prioritise workload</li> <li>• Ability to achieve results through negotiation, education and enforcement</li> <li>• Act effectively as a team member</li> <li>• Possess both self-motivation and the ability to motivate technical and administrative staff</li> <li>• Ability to deal effectively and safely with aggression</li> <li>• Ability to use and interpret results from relevant complex technical equipment and data.</li> <li>• Ability to lead and report on special projects appropriate to the job</li> <li>• Ability to deal effectively with other organisations and statutory bodies, such as the Environment Agency etc.</li> <li>• Confidence and ability to work under own initiative especially in hazardous conditions</li> </ul>	Interview

<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>• Comprehensive and sound knowledge of Environmental Crime and Antisocial Behaviour legislation</li> <li>• Certificate in Management Studies or appropriate management experience</li> <li>• Evidence of CPPD especially in the area of Environmental Crime and Antisocial Behaviour legislation</li> </ul>	Application, Interview, certificates
<b>Other Factors</b> <i>Eg. ability to work shifts, physical requirements (with adaptations where appropriate), ability to drive or to travel around the county</i>	<ul style="list-style-type: none"> <li>• Prepared to undertake work outside normal working hours</li> <li>• Ability to work outside in difficult and hazardous conditions</li> <li>• Commitment to council's ethos of equality and inclusion</li> </ul>	Application Interview

\*Method of Assessment: AF = Application Form; I = Interview; P= Presentation

<b>Line Manager Name:</b>	<b>Date:</b>
<b>Date person spec last reviewed:</b>	