

## PERSON SPECIFICATION

Sets out the qualities which are either essential or desirable for the postholder to enable him/her to carry out duties effectively.

<b>Post Title:</b> Principal Planning Officer (Development Management)	<b>Post No:</b> BDDC
<b>Service Team:</b> Development Services	<b>Grade:</b> H

Essential (E)/Desirable (D)

<b>Qualifications</b>	
Town and Country Planning Degree or Equivalent	(E)
Evidence of continuous professional development	(E)
RTPI membership	(D)
<b>Experience</b>	
Experience of processing complex/major planning applications	(E)
Experience of Public Inquiries	(D)
Experience of Informal Hearings	(D)
<b>Aptitudes/Skills</b>	
Design appreciation	(E)
Ability to understand and advise on detailed policy and legal issues	(E)
Effective writing and public speaking	(E)
Problem solving skills	(E)
IT skills including Microsoft office	(E)
Self-motivation and the ability to motivate others	(E)
Ability to work under pressure with minimum supervision and meet agreed deadlines	(E)

**Personal Qualities**

Decision maker	(E)
Enthusiastic and highly motivated	(E)
Customer focused	(E)
Team Worker (collaborates and participates)	(E)
Excellent interpersonal skills	(E)
Excellent negotiating/persuading skills	(E)
Pro-active approach	(E)
Accuracy and attention to detail	(E)
Politically sensitive, tactful and diplomatic	(E)
Open to Change	(E)
Takes personal responsibility & uses resources effectively and efficiently	(E)
Shows respect and consideration	(E)

**Any Other (not specified above)**

Ability to attend evening meetings	(E)
Full driving licence with use of motor vehicle and ability to carry out site visits	(E)