

PERSON SPECIFICATION – HR029



**DORSET & WILTSHIRE
FIRE AND RESCUE**

Job Title	Senior Building Surveyor (Projects)
Department	Assets
Job Family	Specialist

Category	No.	Requirements	Essential (E) or Desirable (D)	Evidence: A, I, P, O (see key)
Education & Qualifications	1.	4 GCSE passes - Grade A*- C / 9 - 4, including English and Mathematics or equivalent Level 2 qualification (including L2 functional skills), or higher-level relevant qualification	E	A
	2.	MRICS/MCIAT/RIBA or equivalent qualification, educated to degree level	E	A
	3.	AutoCAD ability at City & Guilds Level 3 or equivalent and proficient in the use of Revit	E	A
Knowledge & Experience	4.	Significant post qualification experience in a similar role across area of responsibility	E	A, I
	5.	Effective knowledge and experience of project management procedures and requirements, including budgetary control and stakeholder consultation principles, design and on-site work	E	A, I, O
	6.	Significant knowledge and experience of design and construction standards, procedures, techniques, legislative compliance, town planning, Health and Safety in construction, and condition surveys	E	A, I, O
	7.	Knowledge of specifications and contract documents in construction for procurement	D	A, I
	8.	Experience of using IT including Microsoft Office, Microsoft Project and databases	E	A, I
Skills & Abilities	9.	Excellent communication skills and a positive attitude to internal/external customer care	E	A, I
	10.	Effective numeracy skills	E	A, I
	11.	Effective organisational and time management skills with the ability to prioritise workloads and meet deadlines	E	A, I

	12.	Able to follow procedures demonstrating a logical approach to problem solving and decision making	E	A, I
	13.	Able to demonstrate a cooperative and supportive style towards team working with the ability to advise others	D	A, I
	14.	Able to resolve difficulties using diplomacy and negotiation skills	D	A, I
	15.	Able to deliver agreed targets and outcomes without significant direction and supervision	E	A, I
	16.	Able to work flexibly in a changing environment and respond to unplanned and conflicting work demands	D	A, I
Additional Requirements	17.	Full valid driving licence and be able to fulfil the travel requirements of the role. Use of own vehicle will be required. Willingness to travel frequently throughout both Counties and outside the Service area as and when required	E	A, I
	18.	Demonstrates a commitment to equality, diversity and inclusion, adopting a fair and ethical approach to others	E	I
	19.	A willingness to undertake Health & Safety training and comply with statutory responsibilities under Health & Safety legislation.	E	I
	20.	Prepared to undertake specific training as a part of the induction process to develop understanding of Fire Service activities and acquire post entry skills	E	I
	21.	A commitment to continuous professional development and keeping up to date with legislative, regulatory and building regulation changes	E	A, I

Key to Assessment

A) Application

I) Interview

P) Presentation

O) Selection Tests (Psychometric Testing / Job Related)