

# BROXTOWE BOROUGH COUNCIL

## PERSON SPECIFICATION

### Quantity Surveyor T125

Qualifications & Training	Essential/ Desirable	Measure
Educated to Degree standard or relevant experience	E	1,4
Qualification in a relevant methodology, such as PRINCE II, MSP or Agile	E	1,4
RICS Membership	E	1,4

Knowledge & Experience	Essential/ Desirable	Measure
Related experience working as a Quantity Surveyor.	E	1,3
Substantial knowledge of programme and project management methodologies, including risks, issues, and delivery	E	1,3
Substantial knowledge of the tools and templates which would support project managers to deliver to time, cost, and quality	E	1,3
Proven track record of building relationships and working in partnership with a wide range of individuals, including those at a senior level and in other organisations	E	1,3
Experience of successfully working directly and indirectly with internal and external stakeholders to co-produce service design and delivery	E	1,3
Experience of preparation of reports and effective briefing material for a variety of audiences	E	1,3
Proven experience of managing multiple projects simultaneously to deliver high quality outputs, on time, and to budget against agreed change objectives.	E	1,3
Experience in the delivery of policies and processes to support departmental change	E	1,3

Skills & Abilities	Essential/ Desirable	Measure
A track record of demonstrating attention to detail	E	1,3
Ability to recognise and extract critical indicators from large and complex data sets	E	1,3
Ability to translate and present information in an understandable, end-user friendly manner	E	1,3
Able to work on own initiative or as part of a team	E	1,3

<b>Skills &amp; Abilities</b>	<b>Essential/ Desirable</b>	<b>Measure</b>
Ability to work under pressure to challenging timetables.	E	1,3
Aptitude to identify and resolve operational issues	E	1,3
Ability to quickly analyse and interpret data and information to inform decisions	E	1,3
Ability to manage budgets	E	1,3
Excellent verbal, written, numeric & literacy skills with the ability to communicate complex information	E	1,3
Ability to maintain clear, concise and accurate records	E	1,3
Ability to prioritise and multi-task effectively to meet deadlines	E	1,3
Ability to support change and positively promote it	E	1,3

<b>Car Allowance</b>	This post does not carry a designated car user status.	
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<b>Measure:</b>	1. Application form 2. Test after shortlisting 3. At interview	4. Documentary evidence 5. Other [please specify]
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