

<b>Designation:</b>	<b>Principal Building Control Surveyor</b>
<b>Grade:</b>	<b>Stroud 7</b>
<b>Responsible to:</b>	<b>Building Control Manager</b>
<b>Service Area:</b>	<b>Building Control</b>
<b>Post Number:</b>	

## ESSENTIAL CRITERIA

### QUALIFICATIONS

Full member of RICS, CABE or CIOB

Qualified to at least degree standard (or equivalent) in a construction related subject

Evidence of continuing professional development

### EXPERIENCE

Line management of surveyor(s)

Providing expert advice to

- Councillors,
- Clients
- The community
- Colleagues

Experience of working in a busy and challenging environment.

### SKILLS & KNOWLEDGE

Expert knowledge of building regulations and related Acts

Awareness of the data Protection Act and issues of confidentiality

Awareness of local government political environment

Excellent written and verbal communication skills

Attention to detail and accuracy

### PERSONAL ATTRIBUTES

Committed to providing excellent customer service

Adaptable & flexible approach to work

Ability to work to changing needs and priorities

Ability to manage own time and workload

Able to work effectively under pressure and independently

### OTHER

Committed to working for an employer that values diversity and equality of opportunity

Full driving licence

## DESIRABLE CRITERIA

### QUALIFICATIONS

A relevant specialist qualification

### EXPERIENCE

Experience with Uniform Database and IDOX Scanning software

Proficient in the use of MS Office

## CORE COMPETENCIES

### 1. Effective Communication

You will be able to communicate clearly and effectively with a diverse range of people.

You can vary your communication dependant to your customer, using effective listening with the ability to persuade and influence where appropriate.

### 2. Customer Service

You are able to deliver the highest quality of service to our customers, both internal and external.

You will strive to deliver a consistently high quality service, with commitment to understanding and meeting their needs, inline with policies.

### 3. Working Together

You will be able to work co-operatively with colleagues and partners to achieve results and develop good working relationships.

You will be able to focus on the development of yourself and colleagues in order to enhance performance, motivation and ability to change.

### 4. Innovating

You will be able to seek better, more effective ways of delivering services.

### 5. Accepting Change

You will be able to adapt to new work challenges and situations, adopting a positive attitude to change.

### 6. Supporting the delivery of SDC priorities

You will be able to demonstrate an understanding of and commitment to the Council and its Services.

You will be able to demonstrate how your work supports and meets the needs of the service.

The management tier of the [competency framework](#) also applies.