



South Tyneside Council

REGENERATION AND ENVIRONMENT

PERSON SPECIFICATION

POST TITLE: Planning Enforcement Officer

GRADE: Band 6

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Educational Attainment	<ul style="list-style-type: none">Relevant i.e. (science, engineering, or environmental science/studies) Degree, diploma, or HND/HNC (with relevant experience) <p><u>OR</u></p> <ul style="list-style-type: none">Significant experience in investigation breaches of regulatory law	<ul style="list-style-type: none">Relevant Degree or equivalent qualification relevant to the building industry or town planningRTPI membership	<ul style="list-style-type: none">Application formCertificates
Work Experience	<ul style="list-style-type: none">Relevant experience involving investigation skills and dealing with the public	<ul style="list-style-type: none">Experience in planning enforcement or related disciplineExperience of planning legislation	<ul style="list-style-type: none">Application formInterviewReferencesWork Based Scenario
Knowledge/ Skills/ Aptitudes	<ul style="list-style-type: none">Understanding of the planning systemGood written and verbal communication skillsAble to use IT e.g. Microsoft OfficeGood investigation and negotiating skills	<ul style="list-style-type: none">Understanding of legal processesAble to read and scale plans	<ul style="list-style-type: none">InterviewReferences
Disposition	<ul style="list-style-type: none">Able to work to tight deadlinesAble to work on own initiative, and in a team environmentAble to handle difficult situationsFlexible approach to workCommitted to the principles of equality and diversity		<ul style="list-style-type: none">InterviewReferences

Circumstances	<ul style="list-style-type: none"> • Full current driving licence or access to a means of mobility support • Able to work outside of office hours if required • Baseline security clearance 		<ul style="list-style-type: none"> • Application form • Interview • Basic check
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