

## PERSON SPECIFICATION

### Post Title: Legal Officer (Legally Qualified)

Qualifications and Experience			
Criteria	Essential	Desirable	Method of Assessment
<b>Qualifications and Education</b>	Degree and relevant legal professional/qualification. Current practicing certificate (or equivalent) or the ability to obtain one.		Certificates
<b>Key Competencies</b>	Legal  Commercial  Project management and delivery  Procurement	Post-contract management	Application and interview
<b>Experience and knowledge</b>	Some experience of managing your own caseloads to legal professional standards, probably gained in private practice or in-house industry  Drawing up and negotiating a wide range of commercial contracts with limited supervision  Commercial negotiations, including multi-disciplinary projects  Partnering arrangements and service contracts  Some exposure to procurement processes, at all stages of planning, programming and delivery  Regulatory advice, including state aid, Freedom of Information, Data Protection Act, public and corporate governance	Advising on and helping to resolve contentious legal and commercial issues.  Post-contract management. Acting as "intelligent client"  Procurement and management of consultancy support	Application
<b>Skills</b>	Commercial awareness, with strong analytical skills and aptitude for developing innovative solutions to complex problems.	First line management skills	Interview

	<p>Strong personal organisational skills.</p> <p>Good negotiation, interpersonal and communications skills. Ability to work successfully with a wide range of public and private sector partners and stakeholders.</p> <p>Ability to advise and influence a wide range of audiences, including through constructive challenge.</p> <p>Networking, partnership, advocacy, negotiating and presentation skills that are persuasive and influential on others.</p> <p>Ability to operate effectively within the democratic process, with the acumen and skills to develop productive working relationships with staff within Tees Valley councils and development corporations.</p>		
<p><b>Personal Attributes</b></p>	<p>Pro-active, motivated and well-organised with a drive for achievement.</p> <p>Strong communicator.</p> <p>Energy, stamina and resilience.</p> <p>A high degree of personal integrity.</p> <p>Awareness of the need of customers, partners and other stakeholders.</p>		<p>Interview</p>