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PERSON SPECIFICATION – Property Advisor

	Essential	Desirable
Qualification	Building/Project Management related qualification – degree or equivalent.	Membership of RICS or MCIOB
Experience	Substantial experience of building maintenance/development of properties. Experience in dealing with Property Management and Project Management and must show enthusiasm to work in both areas. Experience of managing Listed Buildings and buildings in conservation areas. Experience of the planning process and Building Regulation approval. Experience with dealing with building consultants e.g. architects, engineers and other consultants who are involved with planning approval. Experience dealing with Ecology e.g. protected species Experience of project financial management. Experience of Part Wall Notices and CDM 2015 Regulations Experience of all property related health and safety regulations including dealing with local Fire Officers.	Experience of working on health care properties.

Knowledge and Skills	Computer literate, competent in using Word and Excel. Excellent oral and written communication skills.	
General Aptitude	Competent in the use of computer packages, e.g. MS office, particularly spreadsheets and word processing. An understanding of management information systems.	
Personal Qualities	Hold a current driving license and access to own car for travelling between work locations. Flexibility to alternate working times, and travel to and from Trust homes with occasional overnight stays. Driven to achieve continuous improvement. Collaborative work style.	