

PERSON SPECIFICATION

OUR VISION: 'TO BE THE LEADING HEALTH AND WELLBEING SERVICE IN THE PROVISION OF MENTAL HEALTH AND COMMUNITY CARE'

JOB TITLE: Estates Engineering Officer

DEPARTMENT: Estates

Criteria for Selection	Essential	Desirable	Measurement Application Form - AF Interview - IN Assessment – AS
Education/Qualifications Operational Management HNC/D in engineering discipline Experience in an related Supervisory or management role or can demonstrate an aptitude for management. Engineering degree or equivalent qualification. Member of professional institute (e.g. IHEEM). Operational Estates Engineering Management Experience in managing Estates Engineering contracts. Able to evidence continued professional development and post graduate study to Diploma level or demonstrate equivalent experience. Member of relevant professional institute or able to demonstrate experience and knowledge to an equivalent standard. Experience of working in the NHS in an Estates Engineering management role.	 ✓ ✓ ✓ ✓	 ✓ ✓ ✓ ✓	AF/IN/AS
Knowledge Operational Management / Operational Estates Engineering Management Extensive operational and technical knowledge of Estates Engineering related functions.	 ✓		AF/IN/AS

Understanding of budget management, recharging mechanisms, life cycle costs and short term tenancy agreements	✓		
Detailed understanding of health care operational environments including clinical and non clinical risk, patient focus,	✓		
Both Disciplines Knowledge Knowledge of operational planning techniques including option appraisals, feasibility studies, NHS modernisation and the changing culture, structure, function and values of the NHS.	✓		
Customer service, best practice service delivery and redesign	✓		
Knowledge of operational planning techniques including backlog, work scheduling, prioritisation, resource planning, structure, function and values of the NHS and its interrelationship with other agencies.		✓	
Knowledge and understanding of the impact of change and best practice in change management.	✓		
Skills/Experience			AF/IN/AS
Literate in IT/Computer Skills	✓		
Good oral communication skills based on fluency on the English language	✓		
Able to effectively prioritise own workload and that of others.	✓		
Able to delegate effectively.	✓		
Strong operational planning skills.	✓		
Confident and effective communicator with good verbal and written skills.	✓		
Able to clearly present information to a variety of audiences including team members, contracted staff, ward staff, other professional groups and on occasions members of the public.	✓		
Effective negotiating skills, high level of	✓		

<p>diplomacy.</p> <p>Able to provide leadership to a multi-disciplinary team across a varied portfolio</p> <p>Able to deliver non- complex projects within time, on budget and to required quality and safety standards.</p> <p>Able to make difficult decisions when faced with multi- stranded and conflicting complex data.</p> <p>Able to produce high quality reports with recommendations based on complex data analysis and within tight timescales.</p> <p>The post holder will be able to deliver all work outputs to a high quality commensurate with management and technically qualified status.</p> <p>Able to make sound judgments and complex fault diagnosis based on analysis of technical drawings, manuals, appraisals, feasibility studies, technical reports and other data.</p> <p>Able to conduct effective management of complaints, incidents and service considerations including investigations.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		
<p>Personal Qualities</p> <p>Shares the Trust's Beliefs and models this in their attitude and behaviour:</p> <p>Ensures that the organisational values of open, compassionate and empowering are demonstrated by self and others every day and that any matters of concern are addressed in a timely way, either directly; or raised with the relevant Line Manager; or through the relevant processes within the Trust as appropriate.</p> <p>Able to deal effectively with occasional exposure to highly distressing or emotional circumstances including delivering unwelcome news to staff, resolving conflict and dealing with challenging behaviour.</p> <p>Emotionally resilient to competing demands within the organisation and local health economy.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		AF/IN/AS

Commitment to equal opportunities.	✓		
Commitment to providing improvement to services for patients.	✓		
Commitment to providing high quality customer focused services.	✓		
Able to relate and adapt to the perspective of others.	✓		
Calm and rationale approach to situations where conflict is likely.	✓		
Clarity of thought and articulate in the presentation of ideas	✓		
Commitment to own personal development.	✓		
Proven ability to achieve targets and objectives within a demanding and pressured environment against challenging deadlines	✓		
Well-developed leadership and motivational skills to facilitate working within and leading a large team. Proven ability to manage large groups of staff and implement human resources strategies, ability to empower, coach and support staff.	✓		
Able to influence and engage people in different settings.	✓		
Able to build effective working relationships at all levels with internal and external stakeholders.	✓		
Ability to provide operational management and leadership within the Directorate.	✓		
Able to effectively prioritise and multi- task and continue to function to a high standard when under pressure.	✓		
Full driving licence.	✓		
Ability to travel across Trust sites.	✓		
Additional Qualities			AF/IN/AS
Fitness Analysis as appropriate	✓		
Competent key board skills enabling the	✓		

production of reports, presentations, diagram, correspondence, spread sheets and other standard documents			
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