

FIRST CHOICE HOUSING ASSOCIATION LTD

Person Specification / Competency Profile

Development Manager

(Essential criteria unless indicated)

	Qualifications	Assessed
1	Degree or equivalent construction related professional qualification (Desirable) (1 or 3 essential)	Application
2	Evidence of continuing professional development (Desirable)	Application + Interview
3	Project management qualification (Desirable)	Application
	Knowledge and Experience	
4	Experience of housing / property development / refurbishment	Application
5	Understanding of the housing needs of people with learning disabilities and awareness of the impact on housing provision (Desirable)	Application + Interview
6	Demonstrable ability to plan and prioritise effectively in order to achieve targets and meet deadlines	Application + Interview
7	Experience of managing multiple contracts including those associated with both new build and refurbishment schemes	Application
8	Experience of budget management and resource planning	Application
9	Understanding of assessing project risks / viability and producing effective mitigation strategies.	Application & Interview
9	Demonstrable ability to project manage programmes of work	Application & Interview
10	A clear understanding of working within a regulatory framework and	Application + Interview
11	Detailed working knowledge of all Microsoft Office Applications including project.	Application
13	Experience of developing effective relationships with a wide range of external partners in the statutory and voluntary sector	Application + Interview
14	Proven understanding and experience of promoting equality in employment and service delivery	Application
15	Experience of managing a Team (Desirable)	Application
	Communication	
12	Proven experience of communicating effectively at all levels including negotiating with external agencies, consultants,	Application + Interview
13	Ability to speak Welsh (Desirable)	Application
	Personal qualities	
14	Committed to the values, aims and ambitions of FCHA	Application
15	A confident and effective decision maker	Application
16	Resilient and robust with a positive outlook	Application
17	A dynamic and energetic personality with a high degree of personal drive, set stretching targets for self & team	Application + Interview
18	Capable of delivering results to tight deadlines and under pressure	Application + Interview
19	Commitment to high quality customer focused services, best practice and VFM in all aspects of First Choice's operation	Application + Interview
20	Demonstrate Commercial awareness and excellent business acumen	Application + Interview
21	Able to listen to and consult with others, ensuring effective decision making processes are in place	Application + Interview
	Other	
20	Full driving licence	Application
21	Access to a roadworthy vehicle	Application
22	Strong commitment to equality of opportunity	Application