

Job Family ID:	REGTP	Job Family Level:	2	Grade:	GE2
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# Regulatory, Technical & Property Job Family Role

**Job Family Summary:** The Regulatory, Technical & Property Job Family provide services of a technical or specialist nature to internal and external customers on behalf of the Council. The roles covers a variety of activities related to design, construction, inspection, planning, maintenance and management of buildings, roads infrastructure, grounds, school/campus technical support, regulatory and enforcement activities within the Perth and Kinross area. This job family will be responsible for applying and ensuring national standards and legislation are adhered to.

**Role Summary:** A typical role will provide technical support to internal and external customers, as part of a team engaged in similar activities. The tasks may involve some prioritising with procedures and routines being well established and undertaken with close supervision.

Knowledge & Skills	Behaviours
<ul style="list-style-type: none"> <li>• Knowledge and ability to support effective service delivery by undertaking routine technical tasks following instructions to the required standard</li> <li>• Organisational skills to plan own workload ensuring attention to detail</li> <li>• Knowledge, use and care of specialist/technical equipment</li> <li>• Communication skills to deal effectively with routine enquiries and requests by providing straightforward information to others</li> <li>• Numeracy skills required to carry out relevant calculations within area of work</li> <li>• Digital skills to operate and maintain relevant systems and equipment necessary for completing assigned tasks</li> <li>• Ability to demonstrate duties to others, where appropriate</li> <li>• Ability to understand and apply relevant Council policy and procedures and as appropriate, external regulations to area of work</li> <li>• Ability to co-operate and comply with the Council's health and safety policy and arrangements</li> <li>• Ability to co-operate and comply with the Council's civil contingencies policy and follow emergency plans</li> </ul>	<ul style="list-style-type: none"> <li>• Committed to delivering high quality services in accordance with PKC Customer Service Standards</li> <li>• Demonstrate confidentiality and integrity of all Council information</li> <li>• Committed to treating colleagues and customers with dignity and respect in line with the Employee Code of Conduct</li> <li>• Committed to promote and acting as a role model on the Council's values on equality and diversity</li> <li>• Demonstrate a commitment to learning, improvement and innovation</li> <li>• Demonstrate a flexible approach to change and adapting to new ways of working</li> <li>• Committed to being part of a safe working environment for themselves and others by observing safe working practices and the Council's Health and safety Policies and Procedures</li> <li>• Committed to being part of a team which considers and implements actions to tackle climate change in their activities</li> </ul>

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