

Job ID:	REGTP	Grade:	TL10	Job Family Level:	10
---------	-------	--------	------	-------------------	----



# Regulatory, Technical & Property Job Family

**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 lead and manage professional/specialist/technical area, having responsibility for developing and delivering strategies and plans. Roles require knowledge and experience to resolve complex issues; proactively anticipate problems and recommend solutions and contribute to long-term development of the service. Roles typically liaise with customers and key stakeholders to establish and maintain effective working relationships and facilitate cohesive service delivery in a defined area. The focus is on successfully managing and influencing others to achieve service efficiency and effectiveness.

Knowledge & Skills	Behaviours
<ul style="list-style-type: none"> <li>• Knowledge and ability to effectively support service delivery by providing professional expertise and judgement to the required standards</li> <li>• Knowledge, expertise and initiative to contribute to the development of strategy and plans and to implement and monitor legislation/regulations</li> <li>• Knowledge and ability to review a range of professional/specialist/technical activities through resource planning</li> <li>• Analytical skills and understanding to assess and analyse complex information, problems or situations and manage the quality and delivery of services standards</li> <li>• Ability to manage procurement and tendering processes and procedures to assist service delivery and efficient use of resources</li> <li>• Ability to monitor quality and performance to meet service requirements, local and national priorities</li> <li>• Knowledge and ability to monitor the implementation of technical standards, regulations/legislation</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 act as a role model on the Council's values on equality and diversity</li> <li>• Demonstrate a commitment to learning, improvement and innovation by proactively seeking out opportunities for personal development</li> <li>• Demonstrate a flexible approach to change; challenge the status quo to bring about change and embrace new ways of working</li> </ul>

Job ID:	REGTP	Grade:	TL10	Job Family Level:	10
---------	-------	--------	------	-------------------	----



<ul style="list-style-type: none"> <li>• Apply effective communication, negotiation and influencing skills to support collaborative and partnership working and the delivery of local and national outcomes</li> <li>• Interpersonal skills to explain complex or contentious information with a range of audiences exercising advising, counselling, negotiating, persuading skills or informal advocacy in order to convince others to adopt courses of action</li> <li>• Digital leadership skills to positively embrace technology with operational knowledge of systems in terms of functionality and capability to deliver efficient services</li> <li>• Knowledge and ability to develop and/or manage information or systems, managing their review and development for departmental use</li> <li>• Knowledge and understanding of financial/auditing activities and procedures to contribute to budget setting and monitoring within allocated area, to ensure sound financial management, where appropriate</li> <li>• Management skills to direct, co-ordinate, train and develop staff , including monitoring performance and evaluation of work carried out ensuring effective and efficient delivery of services</li> <li>• Knowledge, understanding and ability to manage the others applying relevant Council policy and as appropriate, external regulations for improving service delivery</li> <li>• Ability to comply and implement health and safety policy and health and safety management arrangements within their area of responsibility</li> <li>• Ability to comply, lead and manage the Council's civil contingencies policy and develop emergency plans within their area of responsibility</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate initiative taking responsibility for decisions to achieve results</li> <li>• Lead by example in demonstrating expected behaviours; inspiring colleagues to follow your example</li> <li>• Demonstrate enthusiasm with a desire to make a difference, empowering and supporting your team to initiate improvements to services valuing everyone's contribution inspiring confidence in others</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 the implementation of the Councils approach to the management of health and safety</li> <li>• Committed to promoting health and wellbeing to build employee resilience</li> <li>• Committed to a coaching style approach to help others to find their own solutions</li> <li>• Committed to co-designing processes with a clear focus on the customer experience enhancing the lives of our communities</li> <li>• Proactively addresses climate change in their activities and encourages others to do the same</li> </ul>
--	--