

Job ID:	REGTP	Grade:	TL11	Job Family Level:	11
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# 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 leads, directs and manage a professional/specialist/technical area. Role holders will use professional or specialist knowledge to develop and implement long term strategies and new initiatives. A wide understanding of the external environment within which the Council operates and other services/departments is required to co-ordinate services, working in partnership with a range of local and national partners to influence the development and delivery of services. Role holders are likely to manage large numbers of staff, influencing and successfully managing others, to achieve an efficient and effective service.

Knowledge & Skills	Behaviours
<ul style="list-style-type: none"> <li>• Knowledge and ability to effectively support and improve 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 expertise to shape strategic direction of own area of activity, lead planning considering the implications now and in the longer term</li> <li>• Analytical skills to assess and analyse very complex information, problems or situations to develop strategies or plans</li> <li>• Ability to lead 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 role model 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>

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<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>• Ability to develop and/or manage information or systems, managing their review and development for departmental use</li> <li>• Knowledge and experience to be accountable for financial information including contributing to budget setting, compiling, estimating and monitoring for all types of budgets within allocated area, ensuring value for money and effective utilisation of financial resources</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>
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