



Person Specification

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St. Helens Council

Job Title: Planning Officer

Ref No: PDC4

| Knowledge | E = Essential D = Desirable | Identified by |
|---|--------------------------------|-----------------------|
| At least 2 years working in a Planning Department | E | Application/Interview |
| Wider appreciation of Local Government Procedures, Processes and Organisation cognisant with the implementation of legislation relevant to the duties of the post | D | Application/Interview |
| Skills and Abilities | E = Essential D = Desirable | Identified by |
| Excellent interpersonal, written and verbal communication skills | E | Application/Interview |
| Negotiation Skills | E | Application/Interview |
| Ability analyse and interpret and make judgements | E | Application/Interview |
| Ability to work independently | E | Application/Interview |
| Team Player | E | Application/Interview |
| Ability to work to tight deadlines and prioritise | E | Application/Interview |
| Proficient IT skills | D | Application/Interview |
| Experience | E = Essential D = Desirable | Identified by |
| Experience in Development Control | E | Application/Interview |
| Experience in a Metropolitan Area or equivalent | D | Application/Interview |
| Qualifications | E = Essential D = Desirable | Identified by |
| Planning or Planning related degree | E | Application |
| Membership/eligible for membership of the Royal Town Planning Institute | E | Application |
| Other Circumstances | E = Essential D = Desirable | Identified by |
| Valid driving license | E | Application |