

## Person specification

### Commercial Environmental Health Technical Officer Band 5

Criteria	Attributes	Method of assessment
<b>Knowledge</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>Working knowledge of key environmental health law, policies, and practice.</li> </ul>	Application and interview
<b>Experience</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>Experience of communicating orally or in writing with a range of people, where tact and diplomacy are important.</li> <li>Experience of using Microsoft packages and databases.</li> <li>Taking responsibility and ownership of work and tasks.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>Experience of working in a food or animal related business.</li> <li>Experience of regulatory work activities.</li> </ul>	Application and interview
<b>Skills and abilities</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>Ability to work to deadlines.</li> <li>Demonstrate positive desire to achieve results.</li> <li>Excellent IT skills.</li> <li>Excellent communication skills, self-awareness, and interpersonal ability.</li> <li>Confident and effective presentational skills.</li> <li>Commitment to deliver a good quality, customer-focussed service.</li> <li>Enthusiastic, committed and highly self-motivated.</li> <li>Team player able to inspire confidence in others to deliver to the best of their ability.</li> <li>A flexible approach and a willingness to acquire new skills to respond positively to a changing environment.</li> <li>Ability to analyse and interpret varied situations to quickly solve problems, both practical and theoretical, using a creative and/or logical approach.</li> <li>Able to prioritise workloads and provide support to colleagues.</li> </ul>	Application and interview

	<ul style="list-style-type: none"> <li>• Ability to work under pressure and juggle competing pressures.</li> <li>• Good organisational skills.</li> <li>• Ability to use initiative to respond independently to unexpected problems and situations.</li> <li>• Ability to work quickly with accuracy and attention to detail.</li> <li>• Able to suggest/initiate system and process improvements.</li> </ul>	
<b>Qualifications</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• 5 GCSEs or equivalent, including Maths and English (at Grade C or above) or equivalent knowledge gained through experience.</li> <li>• Chartered Institute of Environmental Health Degree (without the pre-registration path/logbook) Or Food Inspections – Higher Certificate in Food Premises Inspection Or a desire to work towards either of these as part of a career pathway opportunity.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Animal Licensing – Level 3 certificate</li> <li>• Health and Safety qualification</li> </ul>	Application and documentary evidence
<b>Other</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Ability to learn and develop</li> <li>• Work outside of normal office hours, including weekends</li> </ul>	Application and interview

**June 2022**