

PERSON SPECIFICATION

Directorate	Resident Services		
Completed By	PJohnston	Date	November 2024

Criteria	Indicate by ✓		Measured By
	Essential	Desirable	
Qualifications and Experience Academic, technical and professional			
• National Diploma in Arboriculture or equivalent (Level 4)	✓		Certificate
• Degree or equivalent (Level 6) in arboriculture, forestry or a similar subject).		✓	Certificate
• LANTRA Professional Tree Inspector qualification or equivalent (or be working towards one).		✓	Certificate
Work Experience & Attainments Previous work experience relevant to the job			
• Significant experience of fulfilling similar functions within a previous post at a Local Authority, consultancy or other relevant organisation.	✓		Application form/interview
• Experience of undertaking scheduled and reactive tree inspections.	✓		Application form/interview
• Experience of providing technical arboricultural advice on a wide range of arboricultural matters that can include Tree Preservation Orders, Tree Surveys/safety inspections; issuing and monitoring tree works; tree related planning consultations/applications; preparation of arboricultural assessments and reports.	✓		Application form/interview
• Experience in the implementation of strategies and policies.		✓	Application form/interview
• Indepth knowledge of arboricultural legislation & law.	✓		Application form/interview
• Experience of assisting in the management of budgets and ensuring delivery of value for money when managing tree works.		✓	Application form/interview
• Experience of preparing estimates, risk assessments, method statements and work schedules.		✓	Application form/interview

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Criteria	Indicate by ✓		Measured By
	Essential	Desirable	
<ul style="list-style-type: none"> Experience of woodland management 		✓	Application form/interview
Skills and Competencies			
<ul style="list-style-type: none"> Good written and oral communication skills including the ability to communicate or interpret ideas or proposals via reports, plans, drawings, etc. 	✓		Application form/interview
<ul style="list-style-type: none"> Ability to liaise and share best practice with all relevant officers throughout the council 	✓		Application form/interview
<ul style="list-style-type: none"> 'Can do' attitude and positive thinker 	✓		Application form/interview
<ul style="list-style-type: none"> Ability to relate to and gain the confidence of local residents, elected Members and staff; and deliver a customer-focussed service.. 	✓		Application form/interview
<ul style="list-style-type: none"> Project management skills (incl. budgetary, organisational and programme skills). 	✓		Application form/interview
<ul style="list-style-type: none"> Achieves quality results, in a timely and cost effective way. 	✓		Application form/interview
<ul style="list-style-type: none"> Self-motivated with the ability to work as part of a team of tree professionals. 	✓		Application form/interview
PC/Computer Literacy			
Job content relating to this			
<ul style="list-style-type: none"> Competent in the use of MS Office packages including Word, Outlook and Excel 	✓		Application form/interview
<ul style="list-style-type: none"> Competent in the use of tree management software and GIS systems 		✓	Application form/interview
Circumstances			
Location, flexibility and mobility; other circumstances specific to the job			
<ul style="list-style-type: none"> Full UK valid driving licence 	✓		Evidence of licence
<ul style="list-style-type: none"> To ensure that service delivery complies with current regulations, accepted professional standards, the council's policies and procedures and appropriate legislation (including legislation on equalities, health and safety and safeguarding children and vulnerable adults)'. 	✓		Application form/interview