

PERSON SPECIFICATION

Principal Assets Officer

Essential	Desirable	Assess by
Knowledge and Qualifications		
Chartered Surveyor (MRICS) or equivalent professional qualification. Degree-level qualification in a relevant property, surveying, asset management or built environment discipline. Comprehensive knowledge of asset management principles, property management practices and strategic estate planning. Sound knowledge of property-related legislation, regulatory requirements and compliance frameworks. Knowledge of public sector governance, procurement and contract management principles. Understanding of local government priorities, challenges and financial pressures. Knowledge of risk management processes and business improvement methodologies. Full driving licence and access to a vehicle and able to travel across Alliance locations as required.	Postgraduate qualification in property, asset management, leadership or a related discipline. Management or leadership qualification. Project management qualification (i.e Prince 2).	Application/Interview
Experience		
Substantial experience of corporate asset management within a local authority or similarly complex public sector environment.	Experience of local authority housing asset management.	Application/Interview

Substantial experience of managing diverse property portfolios, including corporate, commercial and community assets. Experience of developing and implementing asset management strategies, policies and procedures. Experience of managing statutory compliance across property portfolios, including fire, gas, electrical, building and health and safety requirements. Experience of client-side contract management, performance monitoring and service improvement within outsourced or partnership arrangements. Experience of budget management, capital programme planning and financial monitoring. Experience of leading and managing staff, including performance management, appraisal and workforce development. Experience of preparing and presenting reports to senior managers, elected members, committees and other stakeholders. Experience of delivering complex projects and managing competing priorities successfully.	Experience of housing compliance and regulatory frameworks. Experience of community asset transfers and community-led asset projects. Experience of delivering regeneration, development or investment projects. Experience of managing joint venture, partnership or outsourced service arrangements.	
Skills and competencies		
Strong leadership and people management skills with the ability to motivate and develop teams. Excellent communication, negotiation and influencing skills. Ability to build effective relationships with elected members, senior officers, contractors, partners and community stakeholders. Strong analytical and problem-solving skills with the ability to make sound decisions.	Resilient and adaptable, with the ability to lead through change and uncertainty. Collaborative and innovative approach to problem solving and service improvement. Politically aware, with sound judgement and discretion when operating in a public sector environment.	Application/Interview

Ability to manage multiple priorities and deliver outcomes within tight timescales. Strong report writing, presentation and performance management skills. Commitment to customer-focused service delivery and continuous improvement.	Demonstrates a commitment to high professional standards, integrity and continuous learning.	
Physical, mental and emotional demands		
Natural enthusiasm and interest in the subject matter. Positive, open, approachable and innovative seeking new ways of working. Some out of hours working (evening and weekends)		Application/Interview

All applicants with a disability who meet the minimum requirements for the role will be given an interview and will be considered on their abilities.