

# PERSON SPECIFICATION

**JOB TITLE: New Homes Delivery and Disposals Programme Manager**

**POST NUMBER: 322**

**DEPARTMENT: New Homes**

**DATE: September 2025**

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| **Requirements**  |  | **Weighting** | **Assessment Method** |
| Skills | Excellent negotiating skills Ability to communicate effectively Excellent influencing skills Able to present complex issues to a variety of audiences | 3333 | A, IA, IA, IA, I |
| Experience | At least 10 years’ experience in the field of residential development and planningFinancial and resource planning Staff Management Project Management Working in a political environment Implementing key corporate policies and procedures  | 333322 | A, IA, IA, IA, IA, IA, I |
| Personal Qualities | Good organisational skillsEnthusiasticConscientious Political awareness and sensitivityFlexible approach to workingApproachable, confident and understanding  | 333333 | A, IA, IA, IA, IA, IA, I |
| Specific Job Requirements | Ability to lead and manage staff and external consultants An excellent understanding of affordable housing development and planningExcellent report writing skillsProject management skillsComputer literateFinancial appraisal and numeracy skills | 333333 | A, IA, IA, IA, IA, IA, IA, I |

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| Qualifications | Suitable experience | 3 | Qualifications  |

*Weighting 3 – Essential for the successful performance of the job,*

*2 – Desirable but can be achieved through on the job training or experience,*

*1 – Useful but not essential for successful performance of the job*

*Assessment*

*Application Form A Interview I Tests T*

*References R Presentation P Evidence of Qualifications Q*

**Person Specification**