

## Person Specification

<b>Post title</b>	Service Manager - Commercial Development	<b>Grade</b>	K
<b>Directorate</b>	Operations – Assets	<b>Post ref</b>	ACD1100

### Competencies

*Please refer to the relevant competency framework for more information about the behaviour descriptors for each competency*

Competency framework relevant to this post:	Leadership Level 1	
	Essential / Desirable	Assessment
Seeing the big picture	Essential	Interview / Assessment
Making Effective Decisions	Essential	Interview / Assessment
Leading and Communicating	Essential	Interview / Assessment
Collaborating and Partnering	Essential	Interview / Assessment
Achieving Commercial Outcomes	Essential	Interview / Assessment
Delivering at Pace	Essential	Interview / Assessment

Skills	Essential / Desirable	Assessment
Highly developed commercial development skills	Essential	Application Form / Interview
Able to make independent decisions.	Essential	Application Form / Interview
Excellent communication skills, both verbal and written to deal with a wide range of people.	Essential	Application Form / Interview
Effective negotiation, influencing and collaborative working skills	Essential	Application Form / Interview
Ability to analyse data and options to develop commercial business cases	Essential	Application Form / Interview

Knowledge	Essential / Desirable	Assessment
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Specialist knowledge of commercial development	Essential	Application Form / Interview
Specialist knowledge of Landlord and Tenant legislation	Essential	Application Form / Interview
Awareness of legislation governing Council trading, charging and commercial operations	Desirable	Application Form / Interview

<b>Experience</b>	<b>Essential / Desirable</b>	<b>Assessment</b>
Significant experience in commercial investments, acquisitions and disposals and procedures including applicable local government guidelines/ codes of practice	Essential	Application Form / Interview
Significant experience of legislation, statutes and regulations relating to land, commercial and residential property	Essential	Application Form / Interview
Track record of delivering results and demonstrable impact such as increasing income and net yield from commercial property portfolio	Essential	Application Form / Interview

<b>Qualifications</b>	<b>Essential / Desirable</b>	<b>Evidence</b>
Educated to degree level or equivalent in a relevant subject	Essential	Application Form / Certificates
Member of Royal Institution of Chartered Surveyors	Desirable	Application Form / Certificates
Eligible for RICS membership and committed to achieving MRICS within an agreed timeframe	Essential	Application Form / Certificates
Accredited to RICS Registered Valuer Scheme	Desirable	Application Form / Certificates

<b>Additional information / other requirements of the post</b>
<ul style="list-style-type: none"> <li>• Full UK driving licence</li> <li>• Ability to travel outside of the district if required</li> <li>• Political awareness</li> </ul>

<b>Date produced/last amended</b>
March 2026

<b>Equality Act 2010</b>
The ways in which a disabled person meets the criteria for a post must be assessed as they would be after any reasonable adjustments required had been made. If appropriate, disabled

candidates should indicate on the application form if they have needs which should be considered at the shortlisting stage.