Ambitious Stockport, creating opportunities *for everyone*

Thinking Stockport | **Achieving as a Team** | **Working with Ambition** | **Showing everyone Respect**

Job Profile and Working for Stockport

Our Council

Our employees are our **greatest asset**. We're proud of the way we provide vital frontline services every day and work together, as **one team.**

Our 4 **core values** as shown above, run through everything that we do, and we aim to stay **true** to them regardless of the challenges that we may face.

To **support** our values, we have policies, guidance and procedures around health, safety and welfare, customer care, emergency planning and security that all our **colleagues** are adhering and working to.

We also **pride** ourselves on our commitment to wellbeing and inclusivity of our colleagues and residents.

You can find out more about working for Stockport Council and some of the benefits that we offer our employees at https://greater.jobs/locations/stockport/

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Role:	Senior Estate Surveyor
Service Area:	Assets and Community Infrastructure
Directorate:	Services to Place
Salary Grade:	MB4 (£46,579 - £53,051)

About the Job

Main Purpose of the Job

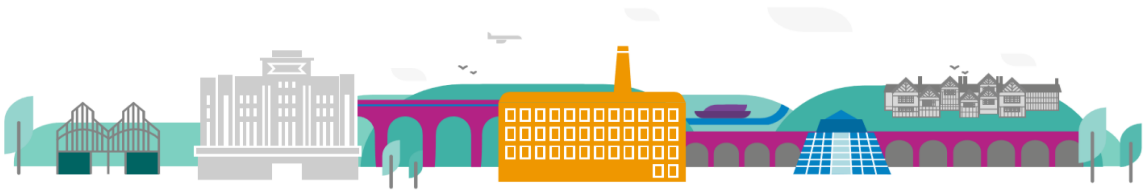
As a Senior Estates Surveyor, you will be responsible for a caseload of work that contributes to the delivery and management of the Council's portfolio. You will undertake a range of work across the whole of the property lifecycle and contribute to the exciting development and regeneration work occurring within the Borough. Specifically, you will:

- Provide professional property related advice in relation to the acquisition and disposal of land and property, both within the Council and with stakeholders.
- Be responsible for all aspects of property related activities, including, but not limited to; rent reviews, lettings, dilapidations, lease renewals, landlord and tenant management and asset valuation.
- Be a key point of contact within the service to advise on property related matters and develop positive contacts within the Council and with partners in order to deliver key areas of work.
- Maximise the commercial opportunities within the estate and work to drive out inefficiencies.
- Provide supervision, advice and guidance to junior members of the Estates team.
- Provide excellent customer care.
- Contribute and write reports for clients, Councillors and members of the public.
- Successfully manage projects to time and budget.
- Manage high quality, cost effective services, taking a holistic, joined up view of service design, delivery and evaluation.

- Manage resources, risk and programmes of work, or give technical or professional advice and guidance to the organisation in order to meet statutory and local requirements.
- Ensure that the Council manages its resources effectively, delivering value for money, exploiting opportunities to drive out inefficiencies and generating income where appropriate.

Key Responsibilities

- To contribute to the key aims and objectives of the organisation, both within the post holder's specific remit, across Services to Place and Council as a whole.
- To comply and ensure compliance with the Council's policies and procedures.
- To contribute and be an active member of the service, evaluating options and providing knowledge and expertise to support the aims of the Council.
- To provide effective customer relationship management, resolve issues and seek customer feedback.
- To ensure a highly customer-focussed approach to service delivery by regularly seeking to determine the wants and needs of all customers and contributing to the development of those services accordingly.
- To work collaboratively across Services to Place, the Council and with external partners to promote and deliver Council objectives and maximise performance and operational efficiencies.
- Recognise and respond to the political environment and expectations, addressing any sensitivity and taking an appropriate view of service priorities and requirements.
- Manage change effectively, working with colleagues in response to external drivers and ensure that Services to Place remains fit for purpose now and in the future.
- To support and develop opportunities to generate additional resources in order to deliver improved services.
- Support in the elimination of duplication and other inefficiencies across Services to Place in order to maximise the use of resources and achieve budget targets.
- To manage service or specialist areas including responsibility for projects, budgets, performance, potentially staffing (including recruitment, disciplinary, health and safety, welfare), health and safety, risk, business continuity etc.



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- Contribute to the key aims and objectives of the organisation, both within the post holder's specific remit and across the Service and Council as a whole.

- To work flexibly within the role and support the general activities within Services to Place and the Council.

- Respond to issues and events relating to Civic Resilience and contribute to Business Continuity, including representing the Service as required during an incident.

- To work positively and inclusively with colleagues and customers so that the Council provides a workplace to deliver a service that does not discriminate against people on the grounds of their age, disability, gender reassignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex, or sexual orientation.

- To fulfil personal requirements, where appropriate, with regards to Council policies and procedures, standards of attendance, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council's priorities.

Additional Information

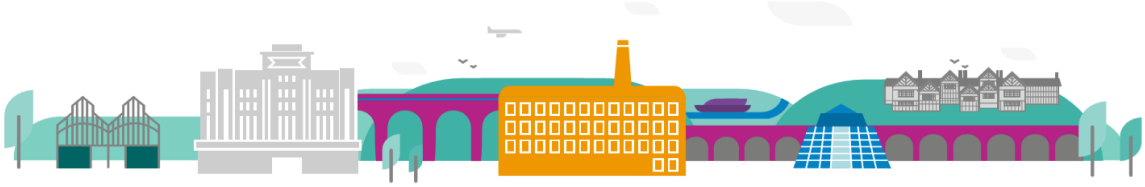
The responsibilities set out in this document, in the advert and any additional information are intended to provide a flavour of the work you will carry out. It is not possible to include everything you will be asked to undertake, and we expect all colleagues to work flexibly according to business needs and to enhance your own development. Your skills, abilities and training needs will be taken into account and discussed with you when any significant changes to your role are needed. In line with our flexible approach you may be required to work from home for a proportion of your time or from any of the Council's sites across the Borough.

The Council is an inclusive employer and holds the Disability Confident and Armed Forces Covenant accreditations. If you have a disability, we will support you by implementing reasonable adjustments to enable you to perform your role.

About You

Please use your application to tell us how well you meet the criteria listed below as these are the key skills, experience, technical expertise and qualifications needed to be successful in the role. We will then use all the information you provide in your application to help us decide whether you are shortlisted for interview. Any interview questions or additional assessments such as tests or presentations may also be broadly based on these criteria:

- Working to the Council's values and behaviours by:
  - Keeping the people of **Stockport** at the heart of what we do
  - Succeeding as a **team**, collaborating with colleagues and partners
  - Driving things forward with **ambition**, creativity and confidence
  - Showing value and **respect** to our colleagues, partners and customers.



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- Demonstrable experience and expertise as a surveyor in an estate management environment
- Experience of regeneration and redevelopment schemes
- Working knowledge of landlord and tenant law, asset disposal and acquisition legislation and case law
- Experience of providing valuation advice for a range of purposes including Red Book valuations, Asset Register, Compulsory Purchase, Rating and Insurance
- Commercially aware and able to apply best practice within estate management practice
- Experience of managing projects and/or a diverse workload, achieving objectives to time and high quality
- Experience of working with a range of stakeholders to work collaboratively, to manage and implement change, working flexibly and developing innovative approaches.
- Experience of identifying and evaluating options, assessing risk and determining appropriate actions.
- Experience of managing and working with teams to support colleagues in achieving their goals.
- Experience of managing resources to achieve value for money and provide a high quality service.
- Experience of working in a local government, public sector or similar environment with governance.
- Effective operational management skills with well-developed negotiating and influencing skills.
- Effective interpersonal skills with the ability to relate to all levels within the organisation and with partner agencies.
- Effective project management and organisation skills.
- Effective analytical skills with the ability to quickly establish implications and key issues.
- Effective oral and written communication skills with a confident presentational style
- Membership of the RICS
- RICS Registered Valuer status
- Full driving licence
- Taking responsibility for own development and learning through Continuous Professional Development
- Understands and actively supports Stockport Council's diversity and equality policy
- To meet Stockport Council's standard of attendance
- A willingness to be flexible in a changing environment.