

RENFREWSHIRE VALUATION JOINT BOARD

PERSON SPECIFICATION

POST: SENIOR VALUER

LOCATION: PAISLEY

POST REF: RVJB/2023/004

FACTORS	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
EDUCATION	Degree in appropriate discipline or equivalent. Full membership of R.I.C.S.	General understanding of other branches of property law and other types of property valuation	Evidence of Qualifications
RELEVANT EXPERIENCE	Significant experience of valuation of property. Significant experience in measurement and preparation of plans. Significant experience of using a range of software packages for word processing, spreadsheets, and databases. The ability to meet customer needs through excellent customer service. Experience in an Assessor's Service or similar. Experience of assisting in the preparation of evidence for external hearings. Experience in preparing and presenting evidence in rating and/or council tax appeal cases. Understanding of law and valuation methods necessary for rating and council tax purposes, including preparation of appeal cases and appearance as an expert witness	Experience in preparing local valuation practice notes or tailoring national practice notes for local use. Practical experience in general practice surveying.	Application Form/ Interview/ References

SPECIAL KNOWLEDGE & SKILLS	<p>Well-developed analytical, valuation and negotiation skills.</p> <p>Understanding of the law and practice of valuation.</p> <p>Effective written and oral communication skills, including report writing and presentation skills.</p> <p>Well-developed literacy and numeracy skills.</p> <p>Good record keeping skills.</p> <p>Understanding of Best Value.</p> <p>Well-developed time management and organisational skills.</p> <p>Possession of a full driving license.</p> <p>Strong survey, technical drawing, and valuation skills.</p>	<p>General understanding of property law and other types of property valuation.</p> <p>Knowledge of the requirements of the Freedom of Information (Scotland) Act & Data Protection Act.</p> <p>Knowledge of computer systems in an Assessor's environment.</p>	<p>Application Form/Interview/References</p>
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PERSONAL QUALITIES/ ATTRIBUTES	<p>A committed, positive, professional, and responsible attitude.</p> <p>Self-motivated</p> <p>The ability to work under pressure while ensuring strict deadlines are achieved.</p> <p>Ability to work as part of a team or individually.</p> <p>Ability to lead a team and manage staff.</p>	<p>Ability to provide advice and guidance to trainees.</p> <p>The ability to undertake complex projects, whilst managing your workload.</p>	<p>Application Form/Interview/References</p>
OTHER	<p>Car Owner – ability to use your own car for business use.</p>		<p>Evidence of Insurance/Driving License.</p>