

**RENFREWSHIRE VALUATION JOINT BOARD
PERSON SPECIFICATION**

POST: PRINCIPAL VALUER
LOCATION: ROBERTSON CENTRE, PAISLEY
POST ID:

FACTORS	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
EDUCATION	Degree in appropriate Discipline (or equivalent) Member or Fellow of R.I.C.S	Managerial qualification	Qualification
RELEVANT EXPERIENCE	Extensive practical experience of all types of subjects for Rating and Council Tax Experience of at least one Revaluation 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 of acting the role of advocate for Council Tax and/or Non-Domestic appeals Experience of preparing Valuation Practice Notes	Application/ Interview
SPECIAL KNOWLEDGE & SKILLS	Excellent Knowledge and understanding of the legislation and case law for Rating and Council Tax. Effective knowledge of the principles of good management practice. Excellent time management, written and oral communication skills Excellent negotiation skills Effective IT skills		Application/ Interview
PERSONAL FEATURES/ QUALITIES	Positive, professional, and responsible attitude Commitment		Application/ Interview

	<p>The proven ability to work under pressure while ensuring strict deadlines are achieved</p> <p>Ability to work as part of a team or individually</p>		
MANAGEMENT COMPETENCES	Ability to lead a team	Experience of supervising staff	Application/ Interview
OTHER	<p>Car owner</p> <p>Able to use own car for business use</p>		Evidence of insurance