

<b>Portland Harbour Authority – Person Specification</b>		<b>PLANNING AND ENVIRONMENT OFFICER</b>
<b>POST</b>		
<b>ITEM</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b><u>Qualifications</u></b>	Minimum HND or equivalent in, town planning, an environmental subject, or similar related subject.	Degree or Professional Qualification in Town Planning or an Environmental Subject
<b><u>Experience</u></b>	<p>Experience writing reports</p> <p>Experience collecting and analysing information to inform decision making.</p>	<p>Experience in a port environment and associated goods and cargo-handling requirements</p> <p>Operational experience in connection with managing planning consents.</p> <p>Project management experience.</p> <p>Experience of working with GIS</p> <p>Experience planning and undertaking environmental sampling either terrestrial or marine</p> <p>Experience analysing environmental data</p> <p>Experience in obtaining or issuing consents or permissions and/ or demonstrating compliance with industry standards and codes of practice or similar within an industry, consultancy or regulatory setting.</p> <p>Experience in negotiation with internal and external stakeholders.</p>

<p><b><u>Specialist Skills and Knowledge</u></b></p>	<p>Ability to grasp complex and dynamic legislation particularly the terrestrial and marine planning regime;</p> <p>The capacity to explain, apply and monitor such legislation;</p> <p>Ability to prepare various technical reports required in connection with planning and marine licence applications.</p>	<p>Preparing and implementing management systems GIS software and systems.</p> <p>Understanding of legislation and industry standards specific to planning and consents</p>
<p><b><u>General Skills and Abilities</u></b></p>	<p>Excellent IT and general office skills including understanding of and experience in the use of Microsoft Office software including word and excel;</p> <p>IT literate and numerate;</p> <p>Analytical, problem-solving and decision-making skills;</p> <p>Excellent communication and presentation skills, both oral and written;</p> <p>Excellent time management skills;</p> <p>Commitment to high standards;</p> <p>Highly motivated;</p> <p>Good administrative and organisational skills;</p> <p>Ability to work both as part of a team and independently as required;</p> <p>Capable in being flexible and able to apply themselves to a multitude of disciplines;</p> <p>Patience and resilience;</p>	
<p><b><u>Physical/Circumstances</u></b></p>	<p>Must be available for occasional travel both within the UK and overseas.</p>	<p>Full driving licence.</p> <p>Experienced and Comfortable working from marine vessels</p>
<p><b><u>General Comments</u></b></p>	<p>An interest in, and understanding of, the environment and sustainability issues and working in a commercial port environment.</p>	