

Environmental Health		
Person Specification		
Job Title: Technical Officer (Environmental Protection & Housing)		
Grade LS: 14/12	Post Number: TBC	
ATTRIBUTES	ESSENTIAL	DESIRABLE
EXPERIENCE	Experience of working within a team Experience of undertaking complex environmental health investigations including statutory nuisance, writing reports, letters or other formal documents for internal or external recipients. Experience of record-keeping, data storage and/or retrieval. Demonstrable experience of working successfully to tight deadlines and changing priorities.	Experience of working in a customer orientated environment Experience of dealing with confrontational situations Experience of working collaboratively with external agencies or partners Experience of negotiating and mediating between parties with conflicting viewpoints. Experience of interpreting and applying basic legislation and similar documents Experience of undertaking contaminated land investigations Experience of Local Air Quality Management and Industrial permitting (PPC)
QUALIFICATIONS	At least 2 A-levels and 5 GCSE passes (including English and Maths) (or equivalent) Relevant environmental health related qualifications	Diploma in Acoustics or Equivalent
SPECIALIST KNOWLEDGE/ SKILLS	Knowledge of relevant EH legislation law and practice. Ability to investigate offences, prepare concise accurate	Knowledge of contaminated land investigations

	information reports and give evidence in court proceedings	Knowledge of Local Air Quality Management and Industrial permitting (PPC)
IT SKILLS	Competent in the use of MS Office Suite i.e. Outlook, Word and Excel Experience of use of database(s): input and retrieval	Understanding of IDOX Uniform
PERSONAL CHARACTERISTICS	Attention to detail Ability to familiarise yourself with, and assimilate, complex information – and as necessary explain it to third parties. Proven ability to communicate effectively (verbal and written) objectively and persuasively where necessary Excellent interpersonal skills and the ability to deal with people with tact and diplomacy in situations of potential conflict. Strongly motivated with ability to work well under pressure and balance priorities Flexible approach to work tasks and willingness to work outside normal weekday office hours as necessary. Personal commitment to continued self-development	
PHYSICAL REQUIREMENTS	This post requires remote working, lone working, office working, site visits and attendance at meetings away from the office	
SPECIAL WORKING CONDITIONS	Ability to work remotely, utilising communication technologies and other practices in place of face-to-face communication and an office environment	

	A full driving licence that is valid in the UK and access to a vehicle	
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PREPARED BY: Geoff Carpenter, Assistant Director for Public Protection

DATE: Sep 2026