



PERSON SPECIFICATION

Post: Trafford Division Estates Supervisor.

Estates and Facilities Directorate

Requirements	Essential	Desirable	Method of Assessment
<p>Qualifications</p> <ul style="list-style-type: none"> Completed a recognized apprenticeship in an electrical or mechanical discipline Hold a recognized qualification in an electrical or mechanical discipline. 	<ul style="list-style-type: none"> • • 		Certificates
<p>Knowledge and Experience</p> <ul style="list-style-type: none"> Significant Estates Maintenance experience. Experience of working in a multi-disciplined estates maintenance environment. Experience in working in liaison with other Soft FM and Clinical Services. Experience of supervising a multi disciplined team of tradesmen. Knowledge of hospital engineering systems. Experience in the supervision of electrical and mechanical maintenance contracts within an NHS environment. Able to recognise the need to escalate issues outside the remit of the role. Evidence of diplomacy and negotiation skills. Ability to analyze engineering situations and generate solutions. Ability to compile concise and accurate reports for immediate management. Sound communication skills both written and oral. 	<ul style="list-style-type: none"> • • • • • • • • • • 	<ul style="list-style-type: none"> • • • 	Application form and interview

Requirements	Essential	Desirable	Method of Assessment
<p>Skills and Abilities</p> <ul style="list-style-type: none"> • Ability to communicate effectively with a wide range of people and professionals at all levels in the organisation and externally • Good communication skills both written and verbally • Ability to present information in clear & understandable format. • Ability to prioritise • A good working knowledge of IT packages including Microsoft Office, Excel and Word • A sound working knowledge of relevant Health and Safety legislation relating to Hard FM services • Numerate • Literate • Good interpersonal skills • Understanding of acute hospitals and healthcare environment • Knowledge of NHS procedures. • Well developed Problem solving ability • Car Driver 	<ul style="list-style-type: none"> • • • • • • • • • • • 	<ul style="list-style-type: none"> • • 	
<p>Personal Attributes</p> <ul style="list-style-type: none"> • Self motivating and able to act on own initiative • Has a controls and results orientated perspective • Strong Character • Ability to influence others • Ability to build good working relationships • Able to work with high degree of flexibility and adaptability • Perform well under pressure with demonstrable coping skills • Good Organiser • Team player • Honesty • Problem solving approach 	<ul style="list-style-type: none"> • • • • • • • • • • • 		