

Harlow Council Employee Profile

Job Title: Deputy Programme Manager (Regeneration)

Post Number: DP0001X

Attributes	Essential	Desirable	Method of Identification
Education Qualifications	Degree or equivalent, or equivalent work experience. Good knowledge and experience of project management methodologies	Prince2 or APM qualification	Application form and interview. Certificates.
Related Experience	Experience in a project management role including housing, commercial or multi tenure schemes. Working knowledge of legislation and guidelines affecting the development process. Financial / budget management skills. Experience in a similar position. Experience of contract management.	Experience of regeneration projects.	Application form and interview
Special Circumstances	Occasional early morning, weekend or evening working, including occasional attendance at council committees. Able to travel within Harlow, and occasionally outside Harlow.		Application form and interview
Special Knowledge, Training	Sound understanding of budget and project management. Understanding of the process of developing regeneration projects – e.g. development, planning, legislation and funding.	Knowledge of Growth and Regeneration. Knowledge of Harlow area.	Application form and interview
Skills and Abilities	Ability to manage diverse projects Good team member with excellent networking skills Self-starter, capable of working independently Good organisational skills Ability to motivate and influence colleagues at all levels across the council Good oral and written communication and political sensitivity.		Application form interview.

<p>Disposition and Attitude</p>	<p>Commitment to high standards of customer service and customer care.</p> <p>Ability to self motivate, prioritise own workload and the workloads of those reporting to you.</p> <p>Ability and confidence to work independently.</p> <p>Good partnership working skills.</p> <p>Flexible approach to work.</p> <p>Must be able to work well under pressure and meet tight deadlines.</p> <p>A clear understanding and commitment to Equal Opportunities.</p> <p>Willingness to represent more senior officers when requested.</p>		<p>Application form interview.</p>
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