

Person Specification

Job Title	DEPUTY HEAD OF FLEET
Grade	PO7
Service/Section	FLEET & WASTE STRATEGY
Directorate	COMMUNITIES, ENVIRONMENT AND CENTRAL

Shortlisting Criteria: Essential criteria assessed via application form should be used to shortlist.

Criteria	Essential/ Desirable
Knowledge	
Excellent knowledge and understanding of fleet management legislation, policy and best practice and an ability to advise managers and staff delivering frontline services.	E
Detailed and up-to-date knowledge of the range of vehicles used to undertake the full range of services within a Local Authority environment and the specific issues that arise with municipal vehicles and their operation.	E
Hold a UK-recognised Transport Manager Certificate of Professional Competence (Road Haulage) qualification.	E
Skills and Abilities	
Effective communication and negotiation skills with colleagues, senior managers, elected Members and other stakeholders	E
Ability to build and maintain strong supplier and industry peer networks	D
Strong problem solving skills and a proven ability to devise and implement changes to policy and procedures to drive improvements	E
Demonstrable ability to lead, motivate and develop employees	D
Excellent organisational skills and the ability to make full use of a range of IT systems to a high standard.	D
Proven ability or demonstrable experience of developing and improving services through soliciting customer feedback and/or using performance data.	D
Experience	

Experience of policy, project management, procurement and service improvement work to meet organisational objectives within an fleet management environment	E
Experience of successfully managing the Operator's Licence for a large HGV fleet and effectively managing fleet-related risk	E
Equal Opportunities	
Understanding of and commitment to the Council's equal opportunities policies and ability to put into practice in the context of this post.	E
Understanding of and commitment to achieving the Council's staff values and ability to put into practice in the context of this post.	E