

PERSON SPECIFICATION

Job Title	Principal Lawyer - Planning and Litigation	Job Number	
Directorate	Law and Governance	Location	Basingstoke and Hart
Completed By	Team Leader – Planning and Litigation	Date	January 2019

Criteria <i>(insert/delete rows as required)</i>	Indicate by ✓		Measured By
	Essential	Desirable	
Qualifications and Experience Academic, technical and professional			
• Solicitor of the Supreme Court; or Barrister;	✓		Practising Certificate
• Holder of the Local Government Diploma		✓	Certificate
Work Experience & Attainments Previous work experience relevant to the job			
• A qualified Solicitor/Barrister with significant post-qualification experience in a senior capacity practising Local Government Law	✓		Application Form/Interview
• Experience in practice of Litigation and/or Planning Law matters	✓		Application Form/Interview
• General Local Government and public law experience		✓	Application Form/Interview
• Ideally both the essential and desirable experience should have been obtained through working within a local authority		✓	Application Form/Interview
Skills and Competencies			
• The postholder should be able to express complicated legal issues to lay clients in Plain English and have proven drafting skills.	✓		Application Form/Interview
• The postholder should be a confident advocate – both before the courts, tribunals and before committees; and generally.	✓		Application Form/Interview
• The postholder must be pro-active, have a “can-do” attitude and the ability to both work with, and command the respect of, elected members, clients and colleagues	✓		Application Form/Interview

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Criteria <i>(insert/delete rows as required)</i>	Indicate by ✓		Measured By
	Essential	Desirable	
<ul style="list-style-type: none"> The postholder must be able to balance a heavy workload with competing priorities, ensuring that all deadlines are met and procedures followed correctly. 	✓		Application Form/Interview
<ul style="list-style-type: none"> Evidence of more detailed time management skills, outside those normally taught to solicitors on the Legal Practice course and Professional Skills course. 		✓	Application Form/Interview
<ul style="list-style-type: none"> The postholder will be able to demonstrate effective team working both within a Legal Services Practice, and on a corporate basis. 	✓		Application Form/Interview
PC/Computer Literacy Job content relating to this			
<ul style="list-style-type: none"> The postholder should be entirely confident and familiar with all aspects of ICT including working exclusively in an internet enabled and paper light environment with an electronic legal case management system. 	✓		Application Form/Interview
<ul style="list-style-type: none"> The postholder should ideally have experience of using electronic legal case management system(s) 		✓	Application Form/Interview
Circumstances Location, flexibility and mobility; other circumstances specific to the job			
<ul style="list-style-type: none"> Must be prepared to work from both Basingstoke and Deane Borough Council and Hart District Council offices 	✓		Application Form/Interview
<ul style="list-style-type: none"> Postholder should have a driving licence and access to a motor vehicle. 		✓	Application Form/Interview
<ul style="list-style-type: none"> To ensure that service delivery complies with current regulations, accepted professional standards, the council's policies and procedures and appropriate legislation (including legislation on equalities, health and safety and safeguarding children and vulnerable adults)'. 	✓		