Person Specification

Job Title	**Repairs and Maintenance Team Leader**
Salary scale	**£35,235**
Location	**Preston Road Women's Centre**
Weekly Hours	**37**

An Equal Opportunity Employer

Winner, The Preston Road Women's Centre Ltd, positively welcomes applications from all sectors of the community. This post is open to women-only and is exempt under the Equality Act 2010 Section 19.

Attributes:	Essential	Additional/Useful	How identified
Skills and knowledge	2 years leadership and management skills and experience Knowledge of property management processes Skills in working in a person centred way with vulnerable clients, in particular women escaping violent relationships Knowledge and experience of residential property inspections Knowledge of property repair and recharge process Ability to work with the highest standards of confidentiality and information management Administration skills Excellent time management skills Excellent communication skills Report writing skills	Knowledge of HHSRS regulation and SART environmental health requirements Knowledge of the Duluth power and control wheel	Application form Interview

Qualifications:	Full clean driving licence	Housing related qualifications	Application form Interview
Training:	IT Skills MS office products		Application form
Experience:	Experience in leadership, management, supporting and empowering staff Experience of property and tenancy management Experience of working with vulnerable client groups to enable them to maintain tenancies Experience of interagency working Experience of writing reports Experience of working with and dealing with the public	Relevant exprience in women's work or community work Experience of working with women who have experienced domestic violence and abuse	Application form Interview
Personal Qualities:	Action orientated Achieves through co-operation Communicates shared values and organisational objectives Engenders active participation Commitment to working in an empowering way with colleagues		Interview Application form
Other requirements:	Ability to prioritise and manage own workload appropriately Ability to work within the feminist empowerment model Ability to work effectively within a team		Interview