

Appendix 1 Compliance with the Person Specification

We have selected key areas of the person specification and we require you to provide details of your experience, knowledge and achievements in these key areas of the role. There is a maximum of 500 words for your response to each area of the person specification.

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| Criteria 1 Proven track record in leading a maintenance team and  developing people to deliver a high quality and response service |
| Criteria 2 Experienced in managing and monitoring the performance,  financial budgets and tenant satisfaction for the repairs service. |
| Criteria 3 Preparing investment plans based on stock conditional data and  other factors. |
| Criteria 4 Preparing tender documents for maintenance contracts and  Administering the tender process in accordance with legislative  and policy requirements.  |
| Criteria 5 Experience of managing a Direct Labour service and maintenance  contractors |
| Criteria 6 Experience of policy and procedural development in the  delivery of the maintenance service |