

# Role profile

Here's more about the job!

<b>Role/s</b>	Private Sector Housing Manager * Private Sector Housing Team Leader ** Senior EH Practitioner/Technical Officer ** EH Practitioner / Technical Officer *** EH Practitioner / Technical Officer - Park Homes and Older People *** Trainee EH Practitioner/Technical Officer Apprentice	<b>Date Prepared</b>	December 2019
---------------	--	----------------------	---------------

## Your Team

The Private Sector Housing Team provide core Housing Solutions functions including statutory services provided under the Housing Acts 1996, 2004, and other statutes. The team specialise in effective assessment, investigation and complaint resolution in relation to private sector housing standards and functions, illegal evictions and harassment, liaising with homelessness and housing register functions. The team empowers residents of Central Bedfordshire to live independently and realise their aspirations.

## Your Customers

- Staff within the Council
- Elected Members
- External customers including those to whom we provide a statutory service
- Service supplier network
- Parish Councils and other representative community groups
- Stakeholders and partners, including voluntary agencies
- Private landlords and letting agents

## Your Role

- Use statutory powers to regulate and improve conditions of private sector homes in Central Bedfordshire.
- Support the delivery of the Council's Housing Assistance policy and programmes, to achieve renewal objectives, environmental sustainability, maximising public and private investment in the Housing stock.
- Progress the Housing Services' delivery of the Housing Assistance programme, and associated schemes, including face to face interactions with a range of customers and providing expert advice.
- \*Assist the Head of Housing Solutions with expert knowledge, applying your experience to lead and manage staff in delivering and developing specialised services.
- \*\*Undertake complex case work and advise EH practitioners/Technical Officers on complex cases and HMO's
- \*\* Undertake first review of prosecution files, tribunal cases, financial penalty notices
- \*\* To manage a reduced number of complex cases and to support Officers both by attending inspections and assisting with notices, schedules of work and evidence files
- \*\*\*Be first point of contact for our customers relevant to the services provided.

**Find your  
greatness**

- work at Central  
Bedfordshire Council

Central  
Bedfordshire



<b>Health and Safety</b>	
<ul style="list-style-type: none"><li>• Visual display - regular use.</li><li>• Regular exposure to mental health pressures and demands</li><li>• Adverse environmental conditions.</li><li>• Exposure to infection.</li><li>• Risk of verbal abuse.</li><li>• Risk of physical assault.</li><li>• Working alone.</li><li>• Exposure to hazardous substances.</li></ul>	
<b>Work Pattern</b>	<b>Work Related Travel</b>
<ul style="list-style-type: none"><li>• Standard Monday to Friday with flexibility subject to business needs.</li></ul>	<ul style="list-style-type: none"><li>• Regular.</li></ul>

