

QUALITIES AND ABILITIES

Applicants for this selection exercise will be assessed against the following qualities and abilities:

The abilities marked with an asterisk are particularly pertinent to this post.

1. **Intellectual Capacity ***

- A high level of expertise in your chosen area.
- Ability quickly to absorb and analyse information.
- Appropriate knowledge of the law and its underlying principles, or the ability to acquire this knowledge where necessary.

2. **Personal Qualities**

- Integrity and independence of mind.
- Sound judgement.
- Decisiveness.
- Objectivity.
- Ability and willingness to learn and develop professionally..

3. **An Ability to Understand and Deal Fairly**

- Ability to treat everyone with respect and sensitivity whatever their background.
- Willingness to listen with patience and courtesy.
- Ability to enable parties to present their case.

4. **Authority and Communication Skills**

- Ability to explain the procedure and any decisions reached clearly and succinctly to all those involved.
- Ability to inspire respect and confidence.
- Ability to maintain authority when challenged.

5. **Efficiency**

- Ability to work at speed and under pressure.
- Ability to organise time effectively and produce clear reasoned judgments expeditiously.

- Ability to work constructively with others including leadership and managerial skills where appropriate.