

These are the branching questions you will find embedded in the application process for the post of Commissioning Officer You will answer these questions when you start your application process. **Please don't answer these questions and send as a separate attachment.**

Branching questions for: Commissioning Officer	
Question 1:	Q1. Please tell us about your knowledge and understanding of homelessness and supported accommodation in Brighton & Hove.
Question 2:	Q2. Please tell us about your relevant experience for the role of Commissioning Officer. What are the key things you learnt from your experience which you would bring to this role?
Question 3:	Q3. Please give us an example of when you have successfully contract or performance managed a service.
Question 4:	Q4. Please tell us how you have successfully managed projects to tight deadlines in a pressurised environment, giving examples. What processes did you follow and how did you prioritise your workload?
Question 5:	Q5. Please summarise your experience of working collaboratively with partners to improve outcomes for people. How have you managed difficult conversations with partners while maintaining positive relationships.

When answering the following questions please use the guidance attached to the advert for completing Branching questions Q1 through to Q5.

Top tips to help you answer Branching Questions:

Think carefully about how you can answer the questions by considering what you have done in the past

If you have little or no work experience, think about the skills you developed at school, home, college, through voluntary work or a hobby that you can transfer to the workplace

Provide practical examples of real life situations of when and how you used the particular knowledge, skill or experience