

JOB DESCRIPTION

JOB TITLE:	Building Surveyor
GRADE:	4
REPORTING TO:	Strategic Asset Manager
RESPONSIBLE FOR:	No Direct Reports

ROLE SUMMARY

To undertake a variety of building surveys, inspections and audits of our homes and assets, including new build projects.

Responsible for the effective diagnosis, recording and monitoring of works in relation to structural movement/failure.

Undertake and/or manage diagnostic surveys of property defects to identify solutions, define and quantify the extent of the issue identified, and develop specifications for remedial works.

MAIN DUTIES AND RESPONSIBILITIES

Specific objectives and deliverables will be agreed as part of your annual performance and development review (PDR) process, the points below are a summary of your main duties and responsibilities.

- Act as lead for technical advice determining the condition of homes and buildings within the portfolio, identifying and analysing defects, including proposals for repair.
- Provide technical advice across believe housing in relation to all aspects relating to surveying, defect investigation and building pathology
- Undertake pre and post-inspection surveys in line with survey demands, programme requirements and operating plans.
- Undertake building surveys and advise on the management, supervision and maintenance of buildings, producing good quality written technical reports or feasibility studies along with detailed drawings and specifications.
- Manage planning applications and advise on property legislation and building regulations

- Support with complex adaptation requests, assessing building design to meet the needs of people with disabilities.
- Advise on the health and safety aspects of buildings ensuring the organisation is protected.
- Negotiate dilapidations (when there is a legal liability for a property's state of disrepair), advise on boundary and 'right to light' disputes, party wall procedures and prepare insurance assessments and claims.
- Work closely with the Environmental Team supporting with expertise and advice on options for fabric first energy efficiency, environmental impact and sustainable construction options.
- Provide expertise in and instruct on the options for refurbishment/preservation/conservation of historic buildings
- Ad-hoc surveys as and when requested by other internal & external stakeholders
- Prepare detailed specifications and drawings relating to identified works considering the whole life maintenance, including the preparation of building regulation and planning applications
- Undertake clerk of works duties and quality audits when required in line with demand
- Manage health and safety issues in your area of responsibility
- Your duties may vary from time to time within the broad remit of your role and grade. You are required to undertake any such reasonable and appropriate duties.

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Degree qualified in a relevant technical discipline. 	<ul style="list-style-type: none"> Registration with a professional body such as RICS or CIOB.
Experience	<ul style="list-style-type: none"> Experience relating to building pathology coupled with experience and knowledge of structural defects and the methods relating to non-destructive testing. Demonstrates a working style that complements multi-disciplinary team working with strong communication skills, both verbally and in writing Detailed knowledge of the whole range of Building Surveys specific to the role Experienced in recommending solutions to solve issues identified through either specialist surveys or HHSRS queries 	<ul style="list-style-type: none"> Working with a variety of stakeholders taking feedback on board and using it to influence decisions.
Skills/knowledge	<ul style="list-style-type: none"> Demonstrable knowledge of building construction, building standards, compliance obligations, planning regulations, regulatory standards and leasehold legislation Strong communication skills, both verbally and in writing, with the ability to produce good quality written technical reports including presentation skills Effective use of IT and media as appropriate Good understanding of value for money principles 	

- | | |
|--|--|
| <ul style="list-style-type: none">• Able to prioritise to achieve realistic targets, costs and time deadlines• The ability to manage own workloads to ensure performance targets are achieved• Well organised; flexible, committed, enthusiastic and innovative. | |
|--|--|