

Role Profile – Senior Surveyor

INFORMATION ABOUT THE ROLE:

Group:	Housing, Environment and Healthy Communities
Service:	Construction Services
Location:	Shearlegs Road
Line Manager:	Service Manager
Car User Status:	Casual

SCP 34 -37 - £43,693 - £46,731

WHAT WE WANT YOU TO DO.....

- To implement the standards and the policies of the Service across the council portfolio of buildings to ensure safe and secure property portfolios.
- To carry out projects within expenditure and time constraints.
- To work with other Officers, Services, Agencies, and the general public.
- To undertake pre-construction, Principal Designer and Contract Administration activities across projects, aligning to the RIBA Plan of Work 2020 and the CDM Regulations 2015.
- Undertake, disrepair surveys, repairs planned works surveys and reports across Council assets.
- Work within all Gateshead council portfolio to deliver services required within construction.
- To be pro-active in all aspects of safety management and to comply with current legislation
- To attend Court representing Gateshead Council defending disrepair cases and offering an expert opinion.
- Foster positive relationships with all agencies and partners relevant to the organisation.
- Other duties and responsibilities appropriate to the grade of the post.



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WHAT YOU NEED TO BE SUCCESSFUL..... THE ESSENTIALS

THE KNOWLEDGE

- The Pre-Construction process, Contract Administration, Construction methods, and site practices.
- Codes of Practice, Statutory Regulations, and relevant legislation.
- Best practice, Value-for-Money, and Equality & Diversity.
- Computer literate, including across the Microsoft Office suite.
- Technical Supervision in the Construction Industry
- Procurement of Contractor Services

THE QUALIFICATIONS

- Minimum 4 years (post qualification) building surveyor experience.
- Minimum HNC standard in an appropriate field.
- SMSTS qualification should be Essential (or prepared to qualify)
- Valid CSCS Card (or prepared to qualify)
- Full driving license

THE EXPERIENCE

- Preparing comprehensive works packages for schemes.
- Condition surveys, reporting, and preparing estimates.
- Identify building defects and specify remedies
- Project works experience
- Working both alone and as part of a team.
- Excellent oral and written communication skills.



OUR COMPETENCIES... *HOW WE WANT YOU TO BE*

CUSTOMER FOCUSED

Puts the customer first and provides excellent service to both internal and external customers

GREAT AT COMMUNICATION

Uses appropriate methods to express information in a clear and concise way to make sure people understand

TEAM PLAYER

Works with others to achieve results and develop good working relationships

MAKE THINGS HAPPEN

Takes responsibility for personal organisation and achieving results

FLEXIBLE

Adapts to change and works effectively in a variety of situations

LEARN AND DEVELOP

Actively improves by developing and applying new skills and knowledge and learns from past experiences

