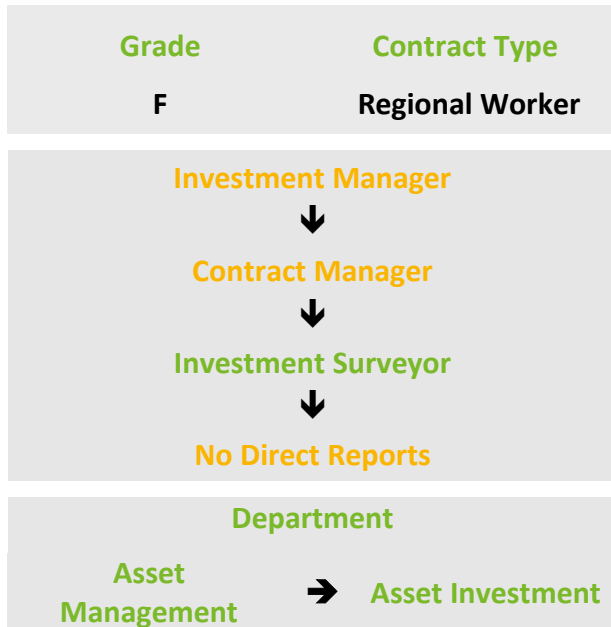


Investment Surveyor



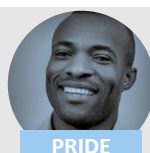
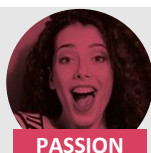
Role Overview

Responsible for all aspects of the site management of project management services, monitoring and inspecting construction work, record progress, carry out handover procedures, and ensure compliance with contract documents, construction regulations and best practice. Review pre-contract design documentation and undertake stock validation and option appraisal surveys.

RESPONSIBILITIES

- Contribute to the Asset Management Strategy and the future Investment Plans
- Participate in the review of pre-contract documentation, attend pre-contract meetings and highlight future risks.
- Undertake regular site visits and attend site meetings to ensure statutory obligations/regulatory undertakings are met.
- Continuously monitor work on site in accordance with Contractors Risk Assessments & Method Statements and the Construction Health and Safety Plan.
- Maintain and issue regular site progress reports including contract variation instructions, quality and compliance inspections, handover progress and Health & Safety Audits.
- Prepare and attend snagging inspections and advise Project Managers and Consultants prior issuing Certificates of Completion, prepare schedules of defects and ensure they are rectified prior to expiration of defects.
- Undertaking building surveys, inspections, defect diagnostics and prepare reports with required remedial works and make recommendations on the amendment of design documents.
- Ensure comprehensive timely information of completions and assets risks, undertake stock condition and validation inspections ensuring outcomes are accurately recorded on YHG's systems.
- Effectively manage site risks including CDM, identify and report any issues/breaches in relation to Health & Safety, and to actively promote a safe working environment for all.
- Undertake additional duties appropriate to the role and/or grade.

Our Values & Competencies



Creating more places for people to thrive and be recognised as a sector leading landlord

STRENGTHS

- ✓ Ability to prepare and write progress reports
- ✓ Good problem solving skills
- ✓ Clear and articulate communication skills, both written & verbal
- ✓ Excellent IT skills with proficiency in Microsoft Office
- ✓ Ability to accurately read/interpret construction documents, drawings and specifications.
- ✓ Excellent relationship building skills

ESSENTIAL REQUIREMENTS

- ✓ Strong knowledge of building legislation, CDM and maintenance management best practice
- ✓ Experience/knowledge of building pathology, methods of construction and quality control process.
- ✓ Ability to solve problems, to be flexible and adaptable and able to respond to situations creatively
- ✓ Good understanding and management of Construction compliance, Health and Safety and risk
- ✓ Educated to A Level standard or level 4 qualification (HNC/NVQ4) equivalent and/or relevant technical qualification or experience.
- ✓

BENEFICIAL TO THE ROLE

- ✓ Full UK Driving License and use of a vehicle
- ✓ Experience of supporting the delivery of investment programmes
- ✓ Proven planning, co-ordinating and organisational skills
- ✓ Commercial management experience and understanding construction contracts
- ✓ Relevant Professional qualification (or working towards) e.g. RICS or CIOB or degree level qualification
- ✓ Recognised Health & Safety qualification