

PERSON SPECIFICATION
Project Building Surveyor
Vacancy Ref: A1737

Criteria	Essential/ Desirable	Application Form / Supporting Statements/ Interview *
A BTEC/SQA Higher National Award / NVQ Level 4 along with substantial experience in a relevant discipline.	Essential	Application form/Interview
A NEBOSH Construction Certificate (or equivalent)	Desirable	Application form
Detailed knowledge of the requirements of the CDM regulations 2015 particularly in the role of 'Designer' and 'Principal Designer'	Essential	Application form/Interview
Extensive knowledge of Equality Act and related accessibility legislation	Essential	Application form
IT literate with knowledge of Microsoft Office applications	Essential	Application form
Membership of RICS, CIOB, or other appropriate professional body.	Desirable	Application form
Comprehensive and current understanding of building construction related Health and Safety legislation	Essential	Application form/interview
Detailed knowledge of procurement processes	Desirable	Interview
Excellent organisational skills	Essential	Interview
Detailed knowledge of various building contracts available and their appropriate use and administration.	Desirable	Interview
Experience of working within a Higher education environment	Desirable	Application form
Ability to form robust but effective relationships with contractors to ensure they meet contractual and customers' expectations fostering on, on time, on cost, on quality approach.	Essential	Interview
Ability to influence contractors, colleagues and senior managers in the need to implement activities to meet statutory obligations	Essential	Interview
Experience in the preparation and presentation of reports to senior managers	Essential	Interview
Extensive experience of site inspections and health & safety reports associated with construction projects	Essential	Interview
Ability to give authoritative technical advice on complex building regulations and building construction issues to appropriate level of stakeholders engaged.	Essential	Interview
Ability to manage and prioritise own workload and ensure targets and deadlines are met	Essential	Interview

Ability to manage conflict resolution within a construction environment and the ability to understand and promote building structure and fabric diagnostic solutions	Desirable	Interview
Ability to work as part of a wider team and foster positive working relationships	Essential	Interview
Working knowledge of Government Soft Landings delivery and integration into the delivery of a project.	Desirable	Interview
Competent in undertaking building condition surveys, audits.	Essential	Interview
Competent in the use of 'Sketch-up' and or similar 3D drawing package	Desirable	Application form
Competent in the use of Microsoft Project programming software	Desirable	Application form
Proven track record in the successful hand over of construction projects	Essential	Interview
Flexible approach to working	Desirable	Interview
Commitment to continuing professional development	Essential	Interview

- **Application Form** – assessed against the application form, curriculum vitae and letter of support. Applicants will not be asked to answer a specific supporting statement. Normally used to evaluate factual evidence e.g. award of a qualification. Will be “scored” as part of the shortlisting process.
- **Supporting Statements** - applicants are asked to provide a statement to demonstrate how they meet the criteria. The response will be “scored” as part of the shortlisting process.
- **Interview** – assessed during the interview process by competency based interview questions, tests, presentation etc.