

## Construction Quality Manager - Person Specification

What are we looking for?		How will we know if you have it?
<b>Qualification</b>	Candidates with a site management background: <ul style="list-style-type: none"> <li>BTEC Level 4, HNC, HND, NVQ Level 4, or higher in Building/Construction discipline; or equivalent experience with a clear CPD history</li> </ul>	Application form CV
	All candidates: <ul style="list-style-type: none"> <li>Membership of CIAT, CIOB, ICWCI or RICS an advantage</li> </ul>	
<b>Experience</b>	Minimum of 5 years' recent experience in one of the following roles in the UK, preferably in the Housing Sector: <ul style="list-style-type: none"> <li>Site Quality Manager/ Finishing Foreman</li> <li>Site Inspector</li> <li>Clerk of Works</li> <li>Architect or Building Surveyor with full inspection role</li> </ul> <p>Experience of technical design and procurement (RIBA Stages 3 to 5) of housing in the UK would be an advantage</p>	Application form CV Interview
	Experience of auditing design and construction information prior to commencement of works	
	Experience of inspecting construction projects at all stages of construction from demolition/site clearance to handover including standard setting, pre-close up, pre-strike, functional and snagging inspections.	
	Experience of managing time-input across different sites and projects	

<b>Knowledge and Skills</b>	Understanding of both the current and emerging regulatory regime in respect of Building Regulations and Building Safety for residential construction	Application form Test Interview
	Knowledge of other bodies whose requirements and standards are applicable to residential construction	Application form Test Interview
	Thorough knowledge of building process and the roles of the different trades and professions	Application form Test Interview
	Understanding of the client relationship with Contractors and housebuilders in Design and Build contracts/ Development Agreements respectively	Test Interview
	Ability to read and interpret design and fabrication drawings and specifications	Application form Test Interview
	Ability to keep abreast of changes in construction and service technologies and standards	Application form Interview
	Knowledge of relevant Health and Safety requirements including CDM 2015	Application form Test
	Practical knowledge of mechanical and electrical installations	Application form Interview
	Ability to make concise factual reports both verbally and in writing	Test Interview
	Ability to demonstrate an understanding of the aspirations of tenants and leaseholders and be committed to meeting these wherever possible	Application form Test Interview
	IT competency: <ul style="list-style-type: none"> <li>• Microsoft Word for report writing and for downloading of digital site progress photographs (essential)</li> <li>• Microsoft Outlook for time management and communications (essential)</li> <li>• Microsoft Excel for interrogation of spreadsheets</li> <li>• Mobile working software for site inspections (preferred)</li> </ul>	Application form CV
<b>Additional requirements</b>	<ul style="list-style-type: none"> <li>• Be able to climb ladders and to inspect in confined spaces (subject to adequate site H&amp;S provision)</li> <li>• CSCS accreditation</li> <li>• SMSTS accreditation or NEBOSH equivalent to enable unaccompanied inspections (preferred)</li> <li>• Clean driving licence and car owner/motor bicycle owner (not essential)</li> </ul>	Application form CV Interview
<b>Diversity/Equal Opportunities</b>	Understanding of how diversity policies and equal opportunities play a vital role in customer care	Interview

<b>Core Competencies</b>	<b>Communication</b> – Using clear and effective written and verbal communication skills with others	Application form CV Test Interview
	<b>Negotiation and Influencing</b> - Able to persuade and convince others to a course of action and/or negotiate solutions	Application form Interview
	<b>Working with others/Team work</b> – Developing and maintaining effective and co-operative working relationships with others and showing respect for all	Interview
	<b>Innovation and problem solving</b> - Produces ideas for improvements, new activities and problem solving. Understands the principles of process management and is able to put them into practice.	Application form Interview
	<b>Judgement and decision making</b> - Able to make sound decisions and solve problems based on good use of judgement	Test Interview
	<b>Planning and organising</b> - Working in a systematic way, planning and allocating time and resources effectively	Application form Test Interview
	<b>Achieving results and quality focus</b> - Setting high work standards and demonstrating commitment to achieving objectives	Application form Interview
	<b>Customer Focus</b> – Identifying and meeting the needs of internal and external customers	Application form Test Interview
	<b>Liaising and networking</b> – Able to build constructive relationships with others both inside and outside the organisation to improve knowledge, share information and ensure effective business practices.	Application form Interview