

Construction Quality Manager - Person Specification

| What are we looking for? | | How will we know if you have it? |
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| Qualification | Candidates with a site management background: <ul style="list-style-type: none"> BTEC Level 4, HNC, HND, NVQ Level 4, or higher in Building/Construction discipline; or equivalent experience with a clear CPD history | Application form CV |
| | All candidates: <ul style="list-style-type: none"> Membership of CIAT, CIOB, ICWCI or RICS an advantage | |
| Experience | 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"> Site Quality Manager/ Finishing Foreman Site Inspector Clerk of Works Architect or Building Surveyor with full inspection role <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 | Application form CV Interview |
| | 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. | Application form CV Interview |
| | Experience of managing time-input across different sites and projects | Application form CV Interview |

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| Knowledge and Skills | 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"> • Microsoft Word for report writing and for downloading of digital site progress photographs (essential) • Microsoft Outlook for time management and communications (essential) • Microsoft Excel for interrogation of spreadsheets • Mobile working software for site inspections (preferred) | Application form CV |
| Additional requirements | <ul style="list-style-type: none"> • Be able to climb ladders and to inspect in confined spaces (subject to adequate site H&S provision) • CSCS accreditation • SMSTS accreditation or NEBOSH equivalent to enable unaccompanied inspections (preferred) • Clean driving licence and car owner/motor bicycle owner (not essential) | Application form CV Interview |
| Diversity/Equal Opportunities | Understanding of how diversity policies and equal opportunities play a vital role in customer care | Interview |

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| Core Competencies | Communication – Using clear and effective written and verbal communication skills with others | Application form CV Test Interview |
| | Negotiation and Influencing - Able to persuade and convince others to a course of action and/or negotiate solutions | Application form Interview |
| | Working with others/Team work – Developing and maintaining effective and co-operative working relationships with others and showing respect for all | Interview |
| | Innovation and problem solving - 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 |
| | Judgement and decision making - Able to make sound decisions and solve problems based on good use of judgement | Test Interview |
| | Planning and organising - Working in a systematic way, planning and allocating time and resources effectively | Application form Test Interview |
| | Achieving results and quality focus - Setting high work standards and demonstrating commitment to achieving objectives | Application form Interview |
| | Customer Focus – Identifying and meeting the needs of internal and external customers | Application form Test Interview |
| | Liaising and networking – 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 |