



Senior Inspector

Job description and person specification



Job description – Senior Inspector

Reporting to the Contract Manager

People responsibility:

- Direct reports = 0
- Indirect reports = 0
- Total employees = 0

Work Location:

Predominantly site based, with requirement to attend team meetings in person.

Summary of role:

This role of Senior Inspector plays an integral part in supporting the operational delivery of Asset Investment Programmes, which will assist in achieving the following organisational priorities:

- Delivering more for our customers
- Being a great place to work for our colleagues

The role has responsibility for role modelling and embedding our valued behaviours, and supporting the wider business to develop a positive, inclusive and engaging culture:

- Own it – Make it happen
- Improve it – Move things Forward
- Live it – Show understanding and compassion

Key areas of responsibility:

- To support the Contract Manager in the planning and delivery of investment programmes
- To support the aligning of existing specifications and the ongoing review of specifications
- To support costs reductions, making recommendations to the Contracts Manager
- To support the Contract Manager with planning work programmes in future years
- Following changes in Government legislation, work with the Contracts Manager to implement at an operational level
- Carry out pre works start visits as required
- Manage and monitor work on site, checking progress against programmes, our specifications, customer expectations and all Health and Safety criteria, taking corrective action where needed
- Carry out post completion works assessments

Additional responsibilities:

- **Data Protection:**
 - To follow the Data Protection principles in all work activity
 - To attend any training specific to the role regarding GDPR

No job description can be entirely comprehensive and the jobholder will be expected to adapt and carry out such other duties as may be required from time to time, on the understanding that they will be within the individual's remit and capability, and consistent with the status and responsibilities of the role within the organisation.

Person Specification

What do I need to be successful as a Senior Inspector:

- Build good working relationships with internal teams, contractors and customers
- Have excellent interpersonal skills, able to communicate complex matters effectively with customers and contractors
- Know and understand Health and Safety regulations and how they apply to your role
- Knowledge and experience of external contract delivery and of taking remedial action where required
- Have technical building knowledge and expertise
- Be knowledgeable and up to date regarding Government legislation and impact on programme delivery
- Support the organisation's priorities, culture and purpose.
- Able to contribute to new ways of working in times of transition. Be consistently positive about new ideas and learning.
- A strong commitment to Equality, Diversity and Inclusion.
- Ability to work at pace, occasionally working outside of office hours.

Additional specialist skills and qualifications to be successful in this role:

- Professionally qualified CIOB or RICS or HNC in construction related discipline (essential)
- Significant experience of working on site with external contractors (essential)
- Technical building knowledge and expertise (essential)

Training and Development:

In line with our Group values 'Own it, Improve it, Live it' you will receive a role specific training plan to support you in the role of Senior Inspector.

You will be required to complete continuous professional development, to further support your role and the Group.