

Job Description



Job Title: Building Surveyor
Reports to: Retrofit Coordinator
Location: North West, Wirral Office
(potential for UK wide required travel expenses and accommodation covered)
Hours: Monday to Friday, 9am – 5.30pm, or as demanded by specific projects.

The Company

Rand Associates provides surveying services, consultancy, and software products to the social housing sector. Our clients include housing associations, local authorities, building contractors and consultants. We have offices in Reigate, Surrey, Birkenhead, Wirral and Devon.

We are part of the M3 Housing group of companies. M3 publish the M3NHF Schedule of Rates and a range of associated products used for property maintenance, including M3Central, M3Vision and M3Pamwin. See www.m3h.co.uk for more details.

The Role

We are looking for a diligent and detail-oriented Building Surveyor to join our Net Zero team. The successful candidate will be responsible for undertaking Retrofit Assessments, EPCs and other surveys including assessing the condition of housing stock, identifying maintenance needs, and ensuring properties meet regulatory standards. The position will report directly to the Head of Net Zero and collaborate closely with the rest of the team to ensure effective project execution.

- The role of the Building Surveyor consists of the following:
 - Working through a list of properties or assets attending pre-arranged appointments.
 - ⇨ Diary management including using outlook or apps to manage your diary
 - Undertaking detailed inspections of the fabric and services of properties in relation to the energy efficiency of each dwelling.
 - Highlighting any immediate health and safety, damp/mould, defects, safeguarding and/or other issues where applicable.
 - Using data collection software to collect stock condition data on an iPad.
 - Communicating effectively on survey progress with office-based staff and liaise with client representative and other parties.

This job description only contains the main accountabilities relating to the role and does not describe in detail all the duties required to carry them out.

The Candidate

The ideal candidate will have a strong retrofit focus, with prior relevant experience as a Retrofit Assessor, Domestic Energy Assessor, Building Surveyor or in a similar role. Graduates in Building Surveying or a closely related construction discipline who are looking to build practical industry experience are also encouraged to apply. Retrofit Assessor status and an Older and Traditional Buildings qualification are ideally required.

The Building Surveyor will have:

- Good IT skills and interpersonal skills with client focused approach.
- The ability to work as part of a team.
- A diligent and detail-oriented approach.
- A can-do attitude

Requirements

The Building Surveyor is required to have the following:

- Demonstrable retrofit experience—particularly in PAS 2035 assessment and/or Domestic Energy Assessment within the wider surveying/construction sector. Alternatively, a BSc (or higher) in Building Surveying or a related discipline (completed or in progress).
- Travelling and overnight stays may be a part of this role. Please give this careful consideration prior to applying.
- A full driving Licence and use of your own vehicle (Car Allowance and Mileage Paid)
- This role requires a DBS check to be carried out

Summary of Terms

Starting Salary	£28,000 to £32,000 circa depending on skills and experience
Hours	37.5 per week, or as demanded by specific projects
Holidays	26 days annual leave plus bank holidays
Probationary period	6 months
Notice period	One month (one week during probation period)
Other benefits	Company pension scheme, Christmas bonus scheme, performance bonus scheme, Car Allowance £3,600 per annum (paid monthly)
Career progression	Chance to learn new skills, take on further responsibilities, driven by you.
Learning	Training courses available to all, led by employee aspirations

