Person Specification – Senior Associate (Building Consultancy)

Criteria	Essential/ Desirable
Qualification	
Degree in Building Surveying or similar equivalent degree	E
Relevant membership of a relevant professional body e.g. MRICS, MCIOB.	E
Health and Safety in construction or related subject e.g. CITB, NEBOSH.	D
Project Management qualification e.g. Prince 2, Agile PM.	D
Knowledge & Experience	
Significant relevant experience and extensive experience in working within the property and construction industry in a professional capacity with evidence of project delivery.	E
Advanced theoretical, practical and procedural knowledge for the range of professional building surveying, construction and project management activities.	E
Detailed knowledge of organisational policies, practices and procedures	E
Considerable depth of knowledge of relevant statutory property legislation including planning and building control applications. This includes interpretation of very complex building control legislation and statutory guidance and can act as Building Regulations Principal Designer (non-HRB).	E
Good knowledge and experience of the CDM regulations when applying building related legislation, planning, contract law and guidance. Specifically, the building regulations, planning law, party wall act, fire safety, building safety, electrical inspections, gas installations, legionella, with the ability to advise others.	E
Sound and accurate IT knowledge and its application in relation to projects including the use of relevant software such as AutoCAD LT and NBS packages and to support staff in its use.	E
Good knowledge and experience of building construction technology and building pathology and a sound understanding of condition asset management maintenance, design and construction procedures, techniques and statutory approval procedures.	E
Sound understanding of building contracts such as JCT and NEC suite of contracts and their implementation including experience of drafting contracts such as JCT MWD, IFM, D&B etc, including schedules of amendments and negotiating contractual matters.	E

Proven track record of successful stakeholder management and developing and sustaining strong client relationships by demonstrating insight and understanding of the challenges facing clients, at a personal, organisational and system level.	E
Experience or knowledge of working with or within the public sector	E
Skills & Abilities	
Leading, motivating and inspiring multi-disciplinary project teams, including the selection of specialist sub-consultants to assist with delivery of a commission and project.	E
Experience of mentoring, coaching and developing staff to meet the demands of the Building Consultancy practice team, including carrying out technical design reviews for all project work.	E
Excellent level of interpersonal and negotiation skills, able to communicate professionally and tactfully to build constructive relationships.	E
Able to use professional judgement and diplomacy to make decisions, working both individually and as part of a team.	E
Excellent collaboration, written, verbal and presentation skills including the ability to produce and share complex information with key stakeholders and clients.	E
Ability to analyse and interpret data and information to support decision making.	E
Excellent problem-solving skills, identifying risks and seeking solutions to challenges.	E
Ability to be innovative and identify improvements and anticipate and respond to change.	E
Other	
Willingness to work flexibly.	E
Full UK driving licence with the ability to travel and work at other locations.	E
Contribute to a positive working environment ensuring commitment to OCG's vision and values, including equality, diversity and inclusion.	E