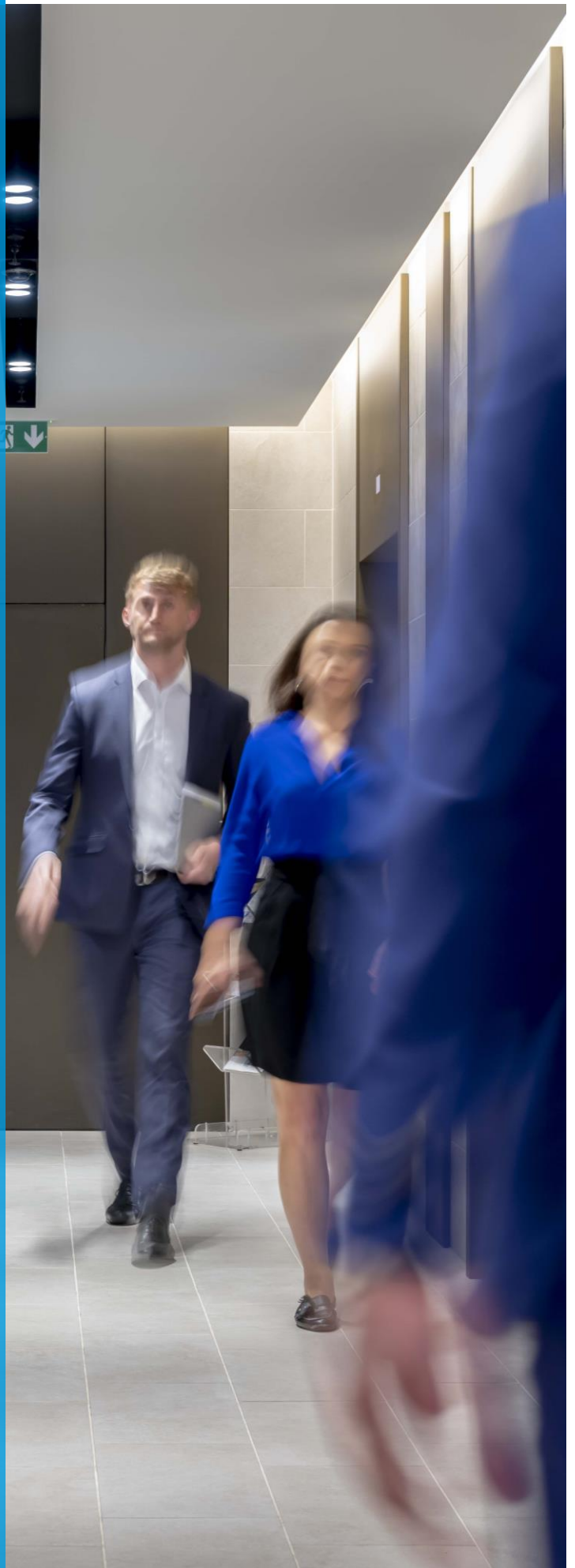




Position Description:

ASSISTANT BUILDING SURVEYOR



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ASSISTANT BUILDING SURVEYOR

ABOUT THE ROLE

To assist an experienced team in the delivery of all round Building Surveying services to a wide range of clients

This is a permanent position on our non-rotational graduate program. We offer two pathways depending on whether you hold a RICS accredited degree on the Building Surveying pathway or a non-cognate degree.

This is full time on-the-job training, where you will also be required to attend external events and forums. The duration is a minimum of 2 years supporting you through your APC, with the

end goal becoming a RICS accredited chartered building surveyor. Non-cognates will complete a MSc in Building Surveying which is overseen by the University College of Estate Management (UCEM).

The first 6 months of the program you will be required to work from the office full time.

WHAT MATTERS MOST IN THIS ROLE

As a Building Surveyor you will assist an experienced team operate a full range of building surveying instructions on a variety of commercial properties, including offices, retail and industrial.

Instructions are generally split 50:50 between professional and contract work, the majority of work is in relation to existing building often with a landlord or tenant aspect.

Contract work can typically range from £10k to £2.5million where we can be performing in the role of designer, contract administrator, project manager or a hybrid of all three. In addition, we perform the role of project manager of multi-discipline teams for instructions typically ranging from £2.5million to £20million. Work is typically split about 50:50 between work from the property management portfolio and work with clients where we do not have a management brief.

Our clients are principally large intuitional firms and property companies, such as Threadneedle, BlackRock, CBRE Global Investors, Goodman, Hansteen, Hammerson, Hermes, Intu, and Land Securities

We have an internal CAD team who do the majority of our drawing work but that apart we try to give all building surveyors a mixture of work – our experience is that the best surveyors are those who are the most rounded

Duties will include:

- Professional works will include Schedule of Dilapidations, pre-acquisition surveys, party wall awards, defect diagnosis, planned preventative maintenance reports, reinstatement cost assessments, retail delivery and schedule of conditions.

Pre-requisites

- Bachelor's degree in Building Surveying with honors at lower second standard (2:1) or a RICS degree accredited to the Building Surveying pathway. To check if your degree is eligible, please use this link [RICS \(ricscourses.org\)](https://www.rics.org/education/courses/graduate)
- For non-cognate degree holders, we offer a 33-month programme which includes your MSc in Building Surveying and the APC

WHAT WE EXPECT FROM YOU

Enthusiasm and commitment to client requirements

Attention to detail, problem-solving, time management and organizational skills

Excellent interpersonal skills, teamwork and relationship building with gravitas amongst clients

Proactive and willing to take ownership of your training and career development.

Readiness to take responsibility, act on your own initiative and remain calm under pressure.

Enjoy working in different environments as you will be out on site as well as in the office.

Resilience and positive attitude



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WHY WORKMAN?

- Hybrid working to offer you a great work life balance, with a minimum of three days in the office.
- A full-time contract (35 hours a week) offers the core hours of 10am – 4pm, allowing additional flexibility to what time you can start work.
- Discretionary annual bonus and salary reviews.
- Structured APC training
- Dedicated Apprentice and Graduate Groups set up to offer additional support through training and the APC.
- Healthcare, life insurance & wellness programme.
- Long service additional holidays, your birthday off and an extra day between Christmas and New Year
- Lifestyle benefits to suit you: gym membership, cycle to work, buy and sell holiday to name just a few.
- Social events throughout the year including a firm wide Christmas party!
- Generous referral bonus.

ABOUT WORKMAN LLP

As the UK's leading independent commercial property management specialist, Workman has an enviable position within the property industry.

We are proud of our longstanding relationships with many of our clients, some of whom we have worked with for more than 25 years. Our clients include leading institutional and sector-specialist investors, private property companies, public sector bodies and a growing number of overseas investors.

We pride ourselves on the calibre of our employees and their unique skill sets.

For more information on working for Workman please visit [Our People | Workman LLP](#)



EQUAL OPPORTUNITIES

We are an equal opportunities employer, and it is our policy is to recruit a diverse workforce and follow the guidelines of the Equality Act 2010

This job description does not form part of your contract of employment and the duties may be amended from time to time.

