

Job title: Construction Inspector

Line manager: Head of Construction Inspection

Grade (if applicable): 2

Direct reports: N/A



Role purpose:

To deliver construction quality controls and monitoring across Peabody's development programme both when on site and within the defects liability period to ensure high standards are achieved across the schemes and buildings are handed over free from defects. To provide excellent front line customer service by working in partnership with internal and external stakeholders to ensure our customers' needs are met and the departmental/team objectives are achieved.

Key results:

- Uphold Peabody ethos of quality and longevity and resident centric developments in conducting inspection, monitoring and quality control of all site based activities across the schemes within the Region(s) you are assigned to.
- Maintain and apply your knowledge, skill, and ability as appropriate to represent the best interests of Peabody and its customers.
- Carry out regular inspection visits to projects and properties as required by current procedures. Ensure that works comply with the agreed Contract, Employers Requirements, specification, and drawings.
- Carry out snagging, attend handovers, site meetings and end of defect liability inspections.
- Monitor and feedback to delivery team on workmanship, labour levels, progress, construction performance and defects on your allocated scheme(s).
- Flag up and escalate any issues to your line manager and Development manager. Identify and report any concerning or negative trends.
- Provide written weekly reports to the Development Manager in an agreed format(Currently **PlanRadar**). Keep accurate records (including photos) on your monitoring and make these available to all stakeholders by storing them in an agreed place.
- Use best endeavours to identify issues at an early stage and report to the appropriate stakeholders.
- Review and comment on drawings when required and as per Development procedures
- Attend handovers and advise the Contract Administrator/Employer's Agent and Development Manager on the quality of the scheme being handed over.
- In collaboration with Development Manager and Employer's Agent, ensure all snags are remedied before handover. Record and report to line manager any outstanding snags at handover.
- Ensure that projects are completed to the Peabody standards.
- Ensure service delivery is in line with Peabody's current policies and procedures and ensuring overall compliance of your role.
- Identify opportunities for improvements of service, procedures, Employers Requirements, etc. Provide close support to the delivery team.
- Work collaboratively and maintain good communication channels with other functional teams, internal and external clients, and stakeholders to achieve corporate and individual objectives.
- Follow Peabody Health, Safety and Environmental policies and procedures to ensure, as far as is practicable, your own safety and that of others in the workplace. Feedback any concerns to Development manager, Employers agent and your line manager. You may be required to undertake specific Health and Safety training.

Version Date:

Signed off by:

Success metrics:

- Meet or exceed KPIs on defects and customer satisfaction in all allocated construction schemes.
- Issue coherent scheme reports at least once a week for each allocated scheme.
- Inspect allocated schemes at least twice a week.
- Maintain strong communication channels with internal and external customers.
- Comply with all Peabody policies and procedures.

About you:

You will be:

- A member of the Institute of Clerk of Works and Construction Inspectors or equivalent (CIOB, RICS or CABE) with 3 years experience as Clerk of Works or similar or 5 years experience as Construction/site manager with reputable organisation (Desirable)
- Able to convey information both in written and verbal format in a clear and concise manner.
- Able to demonstrate practical ways of using your skills and knowledge to meet organisational needs
- Able to work under pressure and meet deadlines and targets.
- Committed to continuing professional development
- Able to accurately read drawings, specifications, bills of quantities and advise on performance of specific materials.
- Able to undertake inspections in areas of difficult access. Must be able to climb onto scaffolding structures, including those of high-rise buildings, and climb ladders to effectively carry out required inspections

You will have:

- A minimum of HNC, HND, CIOB or equivalent in construction related subject or a strong trade background.
- A full UK driving license – undertaking daily travel requirements – and appropriate CSCS card
- Proven experience of inspecting construction (including high-rise residential, new build and refurbishment) works
- Good time management and prioritisation skills
- Proven experience and ability to deliver excellent customer care
- Good attention to detail and an ability to work on a variety of tasks simultaneously.
- Thorough knowledge of the current Building Regulations and how these relate to residential construction (New build and Refurbishment) process including product specifications
- Good IT skills including the use of Microsoft based spreadsheets, word processing, time management and emailing software