

Assistant Design & Technical Coordinator

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Company: L&Q

Location: United Kingdom

Category: production

Title: Assistant Design & Technical Coordinator

Contract Type: 12 months Fixed Term Contract,

Hours: Full Time Location: Site based at North London Projects (Hendon and Greenwich) with regular travel to North-West projects and Head Office.

Head Office: West Ham Lane, Stratford, E15

Persona: Site based Salary: £37,073 - £43,500 depending on experience.

Closing date for completed applications: 2nd May 2024 at will be held on: Week commencing 6th May 2024

Role style=

As an Assistant Design & Technical Coordinator, you will be part of the Design & Technical Team and report to the Senior Design & Technical Manager.

You'll be site based in North London, working closely with the Senior Design and Technical manager, supporting them and assisting in the coordination of the technical design for construction projects.

Duties will be split between The Hyde to support ongoing phased handovers and extensive and complicated remedial works, as well as providing on going technical support to the North-West team.

You'll need to be adaptable and flexible, as the role supports projects in North London and in the North West. Although site-based in North London, the role will require you to travel to our head office in Stratford, and occasionally visit sites in the North-West (Winsford

and Delamere, in Cheshire).

You will have previous experience working for a contractor or developer in the housing sector. An understanding of the Building Regulations and renewable technologies will be essential.

Ideally, you will have experience in high-rise handovers, as well as monitoring contractors for traditional builds. You'll be a confident communicator, able to build strong stakeholder relationships, be a good problem-solver and have strong analytical skills. Also, project management skills and a high level of computer literacy will be required.

If you are interested in this role and have the experience required, then apply without delay!

We are a multi-site organisation, so some roles may require occasional travel between offices, but expenses will be covered.

Benefits:

- 28 days annual leave rising to 31 days with length of service
- Excellent Pension scheme and non-contributory life assurance
- Investment in your career development with continued support and training (in-house & external courses)
- Employee assistance programme
- Health & Wellbeing program
- Employee discount scheme
- Up to 21 volunteer hours per year
- Strong family-friendly policies

Our commitments:

At L&Q, people are at the heart of our business and our success depends on employing the best people and getting the best from them. This is why we are committed to developing our people. It's only by investing in a well-trained and motivated workforce that we can continue to prosper and sustain business success.

At the foundation of everything that we do are our corporate values and associated behaviours. Our organisational behavioural framework outlines the core expectations of all employees, which should be demonstrated at all times when representing L&Q. More information about L&Q's values can be found on our website and a copy of our behavioural framework can be provided on request.

We are committed to supporting your work-life balance and recognise the changing

demands and circumstances in life. Please let us know during the recruitment process if you're interested in part time working or job sharing. In addition, should your circumstances change once you have joined L&Q, you can also request flexible working arrangements, a change to working hours - if it's feasible then we'll make it happen.

We are recognised externally for our commitment to inclusion. We are a Stonewall Diversity Champion, a Disability Confident (Committed) employer and have signed the Time to Change Employer Pledge to demonstrate our commitment to end mental health discrimination in the workplace.

We expect all of our employees to support our environmental policy and social responsibility work. We are an employer committed to environmental and social responsibility.

L&Q is a regulated charitable housing association and one of the UK's most successful independent social businesses. The L&Q Group houses around 250,000 people in more than 100,000 homes, primarily across London and the South East.

As a charitable organisation, our role goes beyond providing homes and housing services.

We are a long-term partner in the neighbourhoods where we work. We hope to build aspiration, opportunity and confidence in our communities through our £250 million L&Q Foundation and our skills academy.

Our vision is that everyone has a quality home they can afford, and we combine our social purpose with commercial drive to create homes and neighbourhoods everyone can be proud of.

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