

Fabric Surveyor

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Company: Pertemps TM

Location: Edinburgh

Category: other-general

Job Title:Fabric Surveyor

LocationEdinburgh City Centre

Salary:£40,275 - £47,654 GBP per year

Duration:Temporary roles with possibility of perm

HoursFull-time, 36 hours per week, Mon - Fri

Key Responsibilities:

Collect, collate, and analyse property condition and service information for maintenance and budgetary planning prioritized on health and safety and statutory compliance.

Identify defects and causes, manage making safe and subsequent making good works, and ensure rectification.

Procure, program, and manage maintenance contracts, including all works order approvals, monitoring, and invoice certification.

Inspect and monitor the standard of building fabric maintenance services to ensure required quality, finance, and compliance standards are met.

Supervise work assigned to Technical Officers and ensure diligent output.

Provide technical building maintenance direction, support, and advice to P&FM staff, property managers/users, and suppliers.

Manage minor projects relating to building fabric from inception to completion, including preparation of briefs, specifications, tender documentation, reports, and financial management.

Act as Project Manager/Team Leader on maintenance or new build projects as appropriate.

Act as Principal Designer on all projects as required by CDM regulations.

Liaise with FM Managers and building occupiers to ensure smooth on-site operations with minimum disruption.

Take personal ownership of emergencies or urgent incidents to mitigate health and safety and service delivery risks.

Maintain strong lines of communication with senior managers, corporate contact centre, health and safety, and client department representatives.

Identify opportunities for continual improvement in maintenance practices and operations.

Report to line management on performance management information and attend meetings to present reports and information.

Have extensive contact with clients, building users, and occasionally with professional bodies such as H&SE.

Essential Skills/Qualifications:

Professionally qualified to Degree standard with full membership of a relevant professional body.

Experience in fabric maintenance service delivery in a commercially aware environment.

Proficiency in managing budgets and navigating change in large organizations.

Project management experience and knowledge of health and safety legislative requirements.

Good planning, analytical, and decision-making skills with the ability to ensure

compliance, on-time, and on-budget delivery of contracts/projects.

Strong interpersonal skills and a proven track record of individual and team performance at a high level.

Full clean driving license preferred.

Work both in an office/meeting environment and on-site visits, with regular travel between corporate properties.

Work in various weather conditions and environments, including noise, dirt, dust, confined spaces, manual handling duties, and at heights.

Conduct dynamic risk assessments to ensure personal safety.

Ability to deal with pressure and challenging environments, act sensitively, and understand conflicting requirements.

Operate in accordance with the Council's Lone Working Policy.

If you are ready to take on this challenging and dynamic role, apply now!

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