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| Job Title: | Associate Technical Director |
| **Business:** | Taylor Wimpey South Thames |
| **Location:** | Leatherhead |
| **Reports to:** | Regional Managing Director |
| **Direct Reports:** | Senior D& P Executives/Assistant Technical Co-ordinators |
| **Main Interfaces:** | External Consultants  Regional Department Heads / Directors  Technical Services  Government Departments, Regulatory Bodies, Planning Authority, Highways Authority, NHBC |

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| Overall Purpose |
| The Associate Technical Director is responsible for the co-ordination of architectural and engineering functions within the Regional office. Their duties shall include the co-ordination and discharge of all necessary conditions attached to both the planning permissions and building regulation/warranty approvals for each scheme. |

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| Team Management |
| Responsible for the performance of the team in delivering technical design and approvals required for all projects within the Region. Must be commercially aware working with established budgets to provide a cost effective team performance and within the time requirements of the relevant projects  Ensure that all project meetings with other departments are arranged and managed in a timely and efficient manner, ensuring all relevant action points are noted and recorded (e.g. pre-distribution of information etc.).  Drive the success of Design Team Meetings by ensuring full attendance and creating a participative, challenging and constructive environment.  Ensure that all technical staff are aware of the health and safety implications of every design decision.  In conjunction with other Board members undertake monthly site visits.  Ensure training and development of technical staff to continually improve performance. |

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| Communication |
| Communicate well with staff, Department Heads, external consultants and other bodies. Provide technical support to the Production Department during development of the sites. Provide technical support to the Land Department for scheme appraisals. Provide technical support to Sales in production of Brochures.  Ensure programmes and documents are prepared and maintained for the monitoring of progress and for use in reporting to the Board of Directors.  Advise the Board of Directors on changes in technical matters and / or competitor’s product. |

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| **Financial Accountability:** |
| Must be able to manage budgets, professional fees and staff costs. Must provide a cost effective service, carefully controlling expenditure and Regional overheads. Should be aware of corporate objectives and financial requirements concentrating on providing forecast profits in line with Regional expectations. Must manage all designs to ensure forecast Regional financial completion numbers are achieved.  Must ensure that a value management strategy is in place for each project and that it maximises value and manages cost at every design stage. |

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| **People Management & Leadership** |
| Must be able to communicate well at all levels internally within the Group and externally with public bodies. Will be a member of the Regional Management team. To directly manage the Technical staff promoting a strong team spirit and ensuring the Department is a key player in the performance of the Region. |

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| **Business Development Strategy** |
| Should effectively use resources, programme and prioritise work to ensure that delays do not occur through the life of the project from feasibility to site completion. Should have understanding of the corporate vision and strategic policies. Must programme all work to ensure the Region’s approved forecasts are achieved. |

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| **Management of Change** |
| The Associate Technical Director must provide value engineered solutions to problems encountered and encourage innovation and constant development within his team. The demand of the Department will vary as corporate, national and regional policies change and the Director must have the vision to plan and manage for all future needs. |

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| Knowledge Required |
| * Extensive experience required in the Design Construction, Project Management of Civil Engineering Infrastructure, traffic and transportation. * Knowledge of water and sewerage design general municipal law and administration procedures. * Detailed knowledge and understanding of the construction process for a wide variety of buildings, from low-rise, standard housing product to mid-rise, complex apartment and mixed use schemes. * Detailed knowledge of utility companies, procedures, license and legislating framework. * Planning procedures, development control and building regulations requirements. * Ability to manage consortium and specialist complex consortium development projects * Remediation and development of brownfield or formerly developed land. |

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| Qualifications |
| Membership of relevant professional body - Chartered Engineer/Builder Status (essential)  Appropriate degree level qualification - BSc Engineering, Construction Management etc(essential) |

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| Technical Competencies |
| * Forensic investigation skills – able to analyse building faults and defects * Ability to conduct feasibility studies, preparation of cost budget estimates, land purchases etc. * Ability to overcome and plan for the unexpected issues encountered above and below ground prior to and during the development of our sites. * Ability to procure the most cost effective design solution, taking on board the concerns of all involved in the development process. |

If you wish to be considered for this role then please apply to Ros Shaylor:

[Ros.Shaylor@taylorwimpey.com](mailto:Ros.Shaylor@taylorwimpey.com) by 8 May 2015.