Key facts

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| Job title: | Construction Director | Location: | Central London office and associated sites |
| Business: | TW Central London | Report to: | Managing Director |

The purpose of the role

Lead and inspire the internal management Construction Team to work with our external Principle Contractors to achieve high standards of production quality, to budget and programme, ensuring a high standard of health and safety is maintained at all times.

Drive a continuous improvement, customer centric agenda, challenging the status quo and proactively identifying operational enhancements.

Build sustainable performance in the Construction Team by raising the bar in people capability and ensuring that the quality of talent within the Team is able to deliver its current and future requirements.

Key accountabilities

**Health and Safety**

* Ensure that rigorous Health & Safety plans are fully developed by the relevant external Contractor prior to any site start, for the entire development process from pre-start through to site completion, across the Region.
* Maintain awareness of Taylor Wimpey Health and Safety Procedures and any policy revisions. Share with Principal Contractors for information as appropriate. Communicate PC’s outstanding health and safety initiatives and procedures as and when identified back to TW H&S colleagues to engender mutual learning. Oversee Safety Co-ordination within the region ensuring that all statutory requirements are met.
* Be involved in interviewing consultants, main contractors and any direct suppliers to ensure they are competent prior to commencing work for Taylor Wimpey.
* Liaise with Taylor Wimpey safety consultants and TW Director of Health, Safety and Environment, to ensure that monthly safety inspection reports prepared by the Principal Contractors are reviewed and actioned.
* Undertake periodic observatory safety inspection with Principal Contractors during site visits.
* Ensure all relevant staff receive the requisite Health and Safety training in accordance with the Company training matrix.
* Report to the BU Management Team on Health & Safety matters on a monthly basis.

**Customer Service**

* Embed and drive a customer focused culture by driving sustainable improvements and sharing best practises as a consequence of customer feedback and insight.
* Drive a continuous improvement culture which improves the customer experience and responds to consumer trends locally.
* Drive quality with our Principal Contractors
* Work with the team to resolve customer complaints and disputes to ensure they are addressed in a timely and appropriate manner.

**Pre-Production**

* Carry out technical feasibility review of all sites prior to land purchase.
* Appraise the project build-ability in conjunction with the Development Department and produce and comment on proposed construction programmes.
* Attend pre planning, pre tender and pre start meetings to ensure all necessary construction issues are addressed prior to commencement on site.

**Main Contractor tender and appointment**

* Work closely with the Commercial and Projects teams to identify the most suitable procurement method and agree the tender list of Contractors
* Liaise with all departments to assist in finalising main contractor appointments, giving feedback and insight into all aspects

**Production Process**

* Lead the Construction Team to work with our Principal Contractors to achieve the agreed build programmes.
* Monitor and drive weekly progress and liaise with other department heads to resolve any delays or issues identified.
* Ensure that a culture exists within the site construction team that guarantees the required quality of the build process is achieved.
* Liaise weekly with the sales and customer relations team to review sales and production progress on a site by site basis, driving performance improvement to ensure deadlines met.
* Undertake regular visits to site to review progress and adherence to company and HSE procedures.
* Work closely with the Principal Contractors and TWCL construction staff to ensure that all construction works are properly monitored by TWCL and that TWCL construction staff add value to the construction process delivered by the Principal Contractors.
* Review contractor performance, reporting continual problems and defects to the Projects and Commercial Departments
* Lead the completion of developments including ensuring all roads, sewers and public open space adoptions are carried out in a timely manner.

Key competencies

**Leadership** – embraces responsibilities fully, develops potential and inspires people to follow.

**Team Commitment** – manages a strong team work ethic, promoting shared values with the ability to get the best out of others, whilst participating fully.

**Communication** – persuades, influences and inspires others, gaining agreement and acceptance even from those who are not direct reports.

**Influencing** – builds and sustains positive and trusted relationships, coaching others to achieve their best

**Strategic Thinking** – identifies future needs and is proactive in progressing from current practices.

**Customer Focus** – develops and inspires strong long term working relationships with all stakeholders, internal & external.

**Entrepreneurial** – Identifies and creates innovative and successful opportunities to enhance business performance and results

Key experience

* Proven experience in leading a high performing Team.
* Proven experience in working with external main contractors
* Proven experience in dealing with complex projects including medium to high rise and multiple use classes
* Ability to input into and influence, the strategic plan for the business unit from a production perspective, and to deliver it
* Entrepreneurial skills, breadth of view beyond traditional approaches
* Strong networker, totally committed to community involvement
* High standard of financial literacy & analytical skills
* Considerable drive and energy
* High level of service delivery in a customer centric environment

Primary network: who you will work with

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| Internal: | Managing Director BU Management Team  Construction Team Relevant internal employees  Health & Safety Team |
| External: | Health & Safety consultants Main contractors  Local Community members Industry Body Representatives |

If you would like to be considered for this role, please send your CV to Ingrid Skinner – [ingrid.skinner@taylorwimpey.com](mailto:ingrid.skinner@taylorwimpey.com) by Friday 10th July 2015