



Position Description:

ASSISTANT BUILDING SURVEYOR



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ABOUT THE ROLE

To assist an experienced team in the delivery of all round Building Surveying services to a wide range of clients

This is a permanent position on our non-rotational graduate program. This is full time on-the-job training, where you will also be required to attend external events and forums. The duration is a minimum of 2 years supporting you through your

APC, with the end goal becoming a RICS accredited chartered building surveyor. This is overseen by the University College of Estate Management (UCEM)

WHAT MATTERS MOST IN THIS ROLE

As a Building Surveyor you will assist an experienced team operate a full range of building surveying instructions on a variety of commercial properties, including offices, retail and industrial.

Instructions are generally split 50:50 between professional and contract work, the majority of work is in relation to existing building often with a landlord or tenant aspect.

Contract work can typically range from £10k to £2.5million where we can be performing in the role of designer, contract administrator, project manager or a hybrid of all three. In addition, we perform the role of project manager of multi-discipline teams for instructions typically ranging from £2.5million to £20million. Work is typically split about 50:50 between work from the property management portfolio and work with clients where we do not have a management brief.

Main clients currently include Threadneedle, BlackRock, CBRE Global Investors, Goodman, Hansteen, Hammerson, Hermes, Intu, and Land Securities

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We have an internal CAD team who do the majority of our drawing work but that apart we try to give all building surveyors a mixture of work – our experience is that the best surveyors are those who are the most rounded

Duties will include:

- Professional works will include Schedule of Dilapidations, pre-acquisition surveys, party wall awards, defect diagnosis, planned preventative maintenance reports, reinstatement cost assessments, retail delivery and schedule of conditions.

Pre-requisites

- Bachelor's degree in Building Surveying with honours at lower second standard (2:2) or equivalent

WHAT WE EXPECT FROM YOU

Enthusiasm and commitment to client requirements

Attention to detail, problem-solving, time management and organizational skills

Excellent interpersonal skills, teamwork and relationship building with gravitas amongst clients

Readiness to take responsibility, act on your own initiative and remain calm under pressure.

Enjoy working in different environments as you will be out on site as well as in the office.

Resilience and positive attitude

POSITION DESCRIPTION:

ASSISTANT PROPERTY MANAGEMENT SURVEYOR

WHY WORKMAN?

- Hybrid working to offer you a great work life balance, with a minimum of three days in the office.
- A full-time contract (35 hours a week) offers the core hours of 10am – 4pm, allowing additional flexibility to what time you can start work.
- Discretionary annual bonus and salary reviews.
- Healthcare, life insurance & wellness programme.
- Long service additional holidays, your birthday off and an extra day between Christmas and New Year
- Lifestyle benefits to suit you: gym membership, cycle to work, buy and sell holiday to name just a few.
- Social events throughout the year including a firm wide Christmas party!
- Generous referral bonus.

ABOUT WORKMAN LLP

As the UK's leading independent commercial property management specialist, Workman has an enviable position within the property industry.

We are proud of our longstanding relationships with many of our clients, some of whom we have worked with for more than 25 years. Our clients include leading institutional and sector-specialist investors, private property companies, public sector bodies and a growing number of overseas investors.

We pride ourselves on the calibre of our employees and their unique skill sets.

For more information on working for Workman please visit [Our People | Workman LLP](#)



EQUAL OPPORTUNITIES

We are an equal opportunities employer, and it is our policy is to recruit a diverse workforce and follow the guidelines of the Equality Act 2010

This job description does not form part of your contract of employment and the duties may be amended from time to time.