

Construction Director – Job Description

Reporting to:- Group Property Director (GPD)

Job Summary

The Construction Director (CD) is responsible for managing all aspects of the, design, technical, contractual and cost elements of growth and major retool construction projects. Including ensuring that construction projects are completed within approved budgets and to agreed timescales.

The Construction Director will work in conjunction with the GPD, the Regional Facilities Directors (RFD) and the Head of Health & Safety (HOHS) to ensure efficient delivery of projects and a high quality environment for residents and staff.

Responsibilities

* Manage and lead a team of Project Managers, Architectural and Interior Designers, and associated support staff
* Maintain and build a robust supply chain, managing relationships and maximising buying power, with main contractors, professionals and key suppliers.
* Execute construction contracts.
* Challenge contractors, designs and suppliers to deliver cost efficient and fit for purpose facilities.
* Build and maintaining productive partnerships with key internal and external stakeholders.
* Monitor performance of construction activities using key metrics and preparing reports for the Executive Board.
* Manage the production of accurate designs ,cost estimates, development timetables for growth projects and major retools
* Ensure compliance with all planning , b.regs, and other statutory construction and H&S requirements for new developments and retools
* Support the GPD in ensuring that projects do not deviate from approved budgets, timescales or scopes of approved work.
* Working in conjunction with the RFDS and HHOS to ensure that handover of projects are delivered in a timely and effective manner including scrutiny of all costs associated with facilities management.
* Assess tender documentation to ensure that tenders are robust and accurate and complete tender documentation for submission.
* Prepare accurate and timely specifications for each of the service lines provided by the company.
* Deliver accurate and timely designs , cost plans and timetable on every project for inclusion in Board Approval packs and Investment Memoranda
* Cash flow management and budget compliance reporting in conjunction with Finance colleagues
* Agreement of final accounts, including retention and damages.

Health, Safety and Security:

All employees have a duty to report any accidents, complaints, defects in equipment, near misses and untoward incidents, following company procedures.

To ensure that Health and Safety legislation is complied with at all times

Company Values

Responsible for embodying, and encouraging in others, the Company Values, using the behaviours identified for each value as a basis for decision making and your behaviour.

Equal Opportunities

It is the responsibility of every person to act in ways that support equality and diversity. Equality and diversity is related to the actions and responsibilities of everyone. You are required to carry out your duties in line with the company’s policies and procedures, including relevant legislation, to deliver and promote inclusion and equity in treatment of colleagues and those within our care and access to opportunity at work at all times.

Mandatory Training

Be aware of and undertake mandatory and other training requirements necessary for the successful and safe performance of your job, including relevant updates.

Any other duties necessary for the successful performance of the role.

Key Skills & Experience

* An entrepreneurial mind-set
* Proven experience in construction project management and managing relationships with key clients, preferably in the health care or hospitality sector
* Solid knowledge of performance reporting and financial / budgeting processes.
* Excellent organisational and leadership skills.
* Outstanding communication and interpersonal abilities.
* Quantity/ Building surveying, Construction qualification and background.
* Chartered member of the Royal Institute of Chartered Surveyors, or equivalent.
* Good verbal and written communication skills, including report writing skills.
* Evidence of excellent management and leadership, with ability to think and work strategically.
* Demonstrate management skills with responsibility for a team that was required to consistently meet targets and deadlines.
* Competent with Microsoft office and other Software management and systems.

Location

This is a National role which requires regular presence on site across the UK wide portfolio and a minimum of 1 – 2 days per week at Head Office in Millbank.

Full clean driving licence required.