

## **Job Title: Architectural Technician**

### **About Gray Quantity Surveying**

The company promotes a 'family business' philosophy and requires self-starters with a keen eye for detail and the initiative to help the business succeed.

Working across a range of sectors Gray Quantity Surveying provides an exciting opportunity for career progression but steers clear of a corporate structure, allowing staff to work independently and flexibly.

As an independent consultant we provide architectural support services to various sectors within the construction industry.

### **Role Outline**

To assist in the general design, management and delivery of complex projects, with a strong sense of personal professionalism in delivering best practice and industry standards.

### **Principle Accountabilities**

As an architectural technician at Gray Quantity Surveying you will be providing services to our clients and working as part of a team, reporting directly to the lead designer or architect, managing the project.

This is a multi-disciplinary role and services provided include, but are not limited to, feasibility studies, construction design, project management and procurement.

Efficiency and effectiveness are at the core of everything we do, therefore you will also be involved in:

1. The quality of design and building construction services provided by the team within which you are supporting.
2. Technical competence
3. Meeting needs of the client – whether expressed or implied
4. Presentations to all relevant bodies
5. Prioritise workloads and the value for money procurement of resources (including external resources)
6. Delegated project budget expenditure and performance

Additionally, we work closely with our clients to provide them with excellent service and the necessary advice to support the services being provided. This fosters a good working relationship and helps promote both the company and our clients to a wider audience, such as stakeholders, suppliers and external agencies.

Finally, the successful candidate will be able to demonstrate a good and practical understanding of the latest industry regulations.

Competency	Specific Requirements	
Skills	Essential	<ul style="list-style-type: none"> <li>● NVQ Level 4 or equivalent in a construction related field</li> <li>● Varied architectural experience</li> <li>● Significant experience of design and implementation of projects within corporate buildings including schools, leisure facilities, libraries and housing</li> <li>● Experience and ability to work across all RIBA Plan of Work stages</li> <li>● Design skills and technical understanding including standards, codes of practice, regulations and industry best practice</li> <li>● In depth knowledge of               <ul style="list-style-type: none"> <li>○ Health and safety practices and procedures</li> <li>○ Current CDM Regulations</li> <li>○ Current Building Regulations</li> <li>○ Sustainability practices and procedures</li> <li>○ NEC Contract procedures</li> </ul> </li> <li>● Risk management</li> <li>● Financial awareness</li> <li>● Full driving licence</li> </ul>
	Desirable	<ul style="list-style-type: none"> <li>● Degree in construction related field</li> <li>● RIBA Part 2 Qualification</li> <li>● RIBA Part 3 Qualification</li> <li>● Knowledge of               <ul style="list-style-type: none"> <li>○ Project management practices and principles</li> <li>○ Risk management</li> <li>○ Value management</li> </ul> </li> <li>● Full understanding of NEC Contract suite</li> </ul>

		<ul style="list-style-type: none"> <li>• Construction procurement procedures, tendering processes and associated regulations</li> </ul>
Understands Customers	Essential	<ul style="list-style-type: none"> <li>• Able to undertake positive liaison / consultation with a range of stakeholders including, general public, external groups, public authorities and other organisations</li> </ul>
	Desirable	<ul style="list-style-type: none"> <li>•</li> </ul>
Communication	Essential	<ul style="list-style-type: none"> <li>• An ability to fulfil all spoken aspects of the role with confidence through the medium of English.</li> <li>• Ability to convey design solutions/proposals to all stakeholders and reach an understanding of requirements and proposals and portray to elicit full understanding</li> <li>• Good interpersonal and communication skills</li> <li>• Ability to produce clear and concise reports</li> </ul>
Delivers Outcomes	Essential	<ul style="list-style-type: none"> <li>• Experience in an architectural field with clear evidence of achievements</li> <li>• Ability to form part of multi-disciplinary teams</li> <li>• Ability to demonstrate design skills and analytical judgement and creativity to deal with complex and varied situations</li> </ul>
	Desirable	<ul style="list-style-type: none"> <li>• Both public and private construction / management experience</li> </ul>
Values Collaboration	Essential	<ul style="list-style-type: none"> <li>• Experience of working with multiple stakeholders and end users</li> <li>• Team player</li> </ul>
Maximises Performance	Essential	<ul style="list-style-type: none"> <li>• Leadership, interpersonal and motivational skills</li> <li>• Dependable and highly motivated</li> </ul>

		<ul style="list-style-type: none"> <li>● Flexible approach to duties</li> </ul>
Transformational Change and Innovation	Essential	
	Desirable	<ul style="list-style-type: none"> <li>● Experience of working with non-traditional methods of construction</li> <li>● Experience of working with projects in the BIM environment</li> </ul>
Maximises Use of Technology	Essential	<ul style="list-style-type: none"> <li>● Able to design using Auto Desk CAD with clear demonstrable evidence</li> <li>● IT skills in Microsoft office products</li> </ul>
	Desirable	<ul style="list-style-type: none"> <li>● Able to design using AutoCad 3D REVIT with clear demonstrable evidence</li> <li>● Experience using NBS Create</li> <li>● IT skills with Microsoft project programmes</li> </ul>