

## Job Description

<b>Post Title:</b>	Consultant Property Surveyor	HH274
<b>Evaluation:</b>	674 Points	<b>Grade: N11</b>
<b>Responsible to:</b>	Head of Property	
<b>Responsible for:</b>	Staff as may be allocated	
<b>Job Purpose:</b>	To lead major property based projects and provide advice, support and guidance to the Council and it's partners, in accordance with statutory and legal requirements, RICS guidelines and corporate protocols and processes.	

### PRINCIPAL ACCOUNTABILITIES:

#### Corporate

1. To deliver major and high profile property based projects to achieve specified outcomes, within budget and to agreed timescales.
2. To participate in, or lead, corporate or directorate projects and assignments as required.
3. To interpret legislation and government guidance to ensure compliance and best practice in relation to property.
4. To support the development and implementation of corporate policy in relation to property and asset management.

#### Directorate

5. To supervise staff assigned to specific projects; allocating work on a day to day basis to ensure effective service delivery and support the professional development of staff; contributing to career and skills development through coaching and mentoring as appropriate.
6. To prepare reports, collate and present information and attend/contribute to relevant committees, meetings, seminars and task groups as required.
7. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.

## **External**

8. To develop and maintain positive and collaborative working relationships with key stakeholders and customers.
9. To collaborate with external partners /agencies as appropriate.
10. To represent the Council at external bodies as required.
11. To research and network so that the Council identifies and learns from good practice in other organisations.
12. To manage and deliver a property service to external customers.