

Job Description

Directorate:	Environment and Regeneration	
Division:	Regulatory Services and Public Protection	
Post Title:	Structural Checking Officer (EE757)	
Evaluation:	569 Points	Grade: N8
Responsible to:	Head of Building Control	
Responsible for:	N/A	

Job Purpose: The provision of specialist advice and delivery of structural engineering services supporting the functions carried out within the remit of the Building Control Section.

Main Duties: The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1. Implement legislation in accordance with Council and Building Control policy.
2. Provide advice and guidance relating to structural engineering services.
3. Deal with structural design issues and calculations relating to domestic, commercial, complex and major developments to check for compliance with the requirements of the Building Regulations and associated legislation.
4. Detailed appraisal of proposed structures of an unusual design or incorporating materials not associated with conventional building construction and detailed checking of calculations.
5. Liaison with Building Control Surveyors, other Council departments, external professionals and clients in relation to structural design issues.
6. Prepare assessment reports detailing technical and legislative matters of non-compliance.
7. Carry out structural appraisal and examination of structural design / calculations associated with temporary structures.
8. Provide specialist structural appraisal in the investigation of buildings or structures reported as being dangerous and a risk to public safety, contribute to the arrangement of emergency measures and attend Court where necessary.
9. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.

10. To assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.