

# Job Description

JOB TITLE:	Construction Director
RESPONSIBLE TO:	Managing Director
LOCATION:	South West

## ROLES & RESPONSIBILITIES

- Develop and implement policies enabling the company to achieve its annual budgets and the medium and long-term objectives.
- Devise and achieve the construction programme requirements of the annual business plan.
- Lead and direct the Construction team (including sub-contractors) to achieve a high level of performance, co-operation and teamwork to meet business objectives.
- Contribute to the development of the long-term business plan and the viability of potential operational and strategic land opportunities.
- Set, review, modify and achieve the short and medium term action plans contained within the budget to develop the business.
- Devise and set strategies and budgets for the effective running of the team and comply with policies and decisions.
- Agree and set construction targets and monitor performance to both achieve the annual plan and develop the business in line with the company's objectives and standards.
- Develop policies, processes and construction strategies for the effective running of the company.
- Be responsible for construction input at land appraisal stage.
- Advise on site Constraints, programme and construction issues.
- Advise on method of construction and alternatives including phasing options to maximise the sites potential.
- Be responsible for the production and monitoring of the project delivery programme, including an indicative construction phase programme for agreement of key handover dates.
- Assume responsibility for the execution of all enabling works requirements.
- Agree phasing handover and occupation strategy with the team.
- Monitor performance to ensure standards are adhered to, using coaching skills to guide colleagues through the process.
- Actively obtain and review information about the market/industry and alert the Senior Leadership Team to factors that may help in the preparation of sound strategy and/or affect business performance.
- Ensure compliance with statutory and company regulations on health and safety and attend the Construction Committee meetings.
- Operate as the Health and Safety Officer, drawing up the necessary procedures to ensure compliance with the Health and Safety Policy, ensuring that all Statutory and Company procedures are followed.
- Ensure compliance with audit procedures to ensure the effectiveness of the Company's system of internal control and to satisfy external checks.

- Take responsibility for the health and safety of my team and I, ensuring that we are fully compliant with legislative obligations.

#### EXPERIENCE REQUIRED

- Have a relevant professional qualification which evidences the appropriate calibre for this role/or substantial relevant experience.
- Demonstrate knowledge of CDM regulations and experience in managing health and safety as part of construction works.
- Evidence a successful track record in the Construction industry with a strong commercial/technical background.
- Evidence experience in both the private and social house building environments.
- Demonstrate flexibility towards technological advances in products and construction techniques
- Demonstrate an excellent understanding construction management in a volume house building environment
- Evidence experience of leading and managing change and creating a culture of continuous improvement.
- Evidence experience of interpreting highly complex information to provide practical solutions and strategic direction.
- Evidence my ability to prepare complex written information and present information verbally for a variety of purposes and audiences.
- Evidence I am a team player who can support and promote corporate objectives.
- Evidence experience of working at a senior level, contributing to the work of the other senior leaders
- Evidence experience of successfully delivering customer focused services in a complex and challenging environment
- Demonstrate experience of motivating colleagues and implementing successful performance management to achieve the best results from individuals and teams.
- Display sound financial analysis abilities leading to positive judgement and appraisal of risk

#### HOW WILL I EVIDENCE MY SUCCESS

- Get feedback from customers, peers and my line manager about my effectiveness in growing the business, as well as how services are delivered
- Demonstrate the service improvements I have delivered with tangible results that show success
- Evidence that the Organisation is fully compliant with legislative obligations e.g. Health & Safety requirements
- Successfully meet the KPIs and objectives agreed for myself and my team.
- Actively demonstrate my leadership skills and be able to evidence the company's leadership principles through my appraisal meeting and 360° feedback.
- Demonstrate my active participation in company life.
- Use the company Quality Assurance measures to demonstrate my consistent delivery of our team processes.