**Job Description**

**Building Control Surveyor**

**Level: 11**

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| **Responsible To:** | **Responsible For:** |
| Senior Building Control Surveyor | NA |

**About the job:**

As a Building Control Surveyor, you will be responsible for ensuring that the Building Regulations are complied with across the boroughs, helping to enable safe and sustainable communities.

**Role:**

Carrying out site inspections on a range of buildings within your legal validation class, ensuring that Building Regulations are complied with and that building work is being carried out in accordance with the building regulation

Checking submitted applications for compliance with the requirements of the Building Regulations and associated legislation

Providing expertise in relation to more complex building control cases including site inspections and plan checking in line with minimum Classification 2D of the Building Safety Regulatory requirements.

Carrying out enforcement action for unauthorised work and if work on site is in breach of the requirements

Liaising with the Fire & Rescue service to ensure the safety of buildings including high-risk non-domestic buildings which are applicable within the Regulatory Reform (Fire Safety) Order 2005 and dangerous structures

Ensuring that demolition works are carried out in accordance with safe working practices and risk assessments and in compliance with The Building Act 1984

Ensuring that records and documents are updated on the council’s system showing compliance with the Operational Standards Rules.

Identifying fees to be charged to clients for fee-charging work

Supporting building control technicians, sharing knowledge and providing advice and training.

Provide support/cover to the Technical Support Officer/ Assistant as and when required.

**Responsibilities:**

**Team:**

* You will work with your colleagues to prioritise team objectives over individual objectives.
* You will support and respect your colleagues at all times**.**
* You will work together to share knowledge and experiences to improve your service.
* You will participate in development activities as required.

**Corporate:**

* You will carry out your duties and responsibilities in line with the Health & Safety Policy and associated legislation.
* You will actively engage with customer care, value for money and performance management.
* Your duties will be carried out in line with our equality scheme.
* You will be compliant at all times with GDPR and data protection legislation.
* You will constructively participate in communication and promotional activities.

**Organisational:**

* You will be prepared to take on responsibilities and projects that may be outside of your normal work area but are relevant to your role.
* You will support an inclusive culture which provides opportunities for everyone to participate and progress.
* You will support effective relationships across all Directorates, with stakeholders and external partners to ensure the Council’s priorities and objectives are met.
* You will positively promote and represent the Council at all times.

**What the successful candidate will have:**

**Qualifications**

* Minimum Building Safety Regulator Registration Class 2D
* A degree-level building control qualification or equivalent experience
* Evidence of continued professional development

**Experience**

* Experience of carrying out the full range of building control functions on both domestic and commercial buildings

**Knowledge**

* Comprehensive knowledge of building control legislation and practice.

**Skills & Abilities**

* Excellent communication skills with the ability to communicate complex information or difficult messages to a range of audiences
* Strong customer service skills, with the ability to build rapport and negotiate with customers to reach a desired outcome
* Problem solving skills with the ability to identify and evaluate solutions
* Strong decision-making skills, with the ability to identify issues and take action to resolve them
* Knowledge of the technical and legal aspects of Building Regulations
* Ability to travel across the boroughs for site visits and meetings with clients
* Ability to safely climb ladders and scaffolds or enter semi confined spaces to carry out inspections safely

**You will play a key part in our organisational culture:**

**FORWARD THINKING** – Plans and prioritises effectively deciding what to do and what not to do

**RESPECT** – Is visible and approachable with colleagues

**PROFESSIONAL** – Demonstrates an awareness of the political context in which decisions are made

**PRIDE** – Creates a positive and upbeat culture amongst colleagues

**ONE TEAM, ONE COUNCIL** – Builds effective relationships outside their immediate team