

ADOPTIONS ENGINEER



ABOUT THE ROLE

The main aim in this role is to ensure that all the Estate Completion infrastructure works are carried out within a pre-set budget. This will enable the release of the company's bonds and maintenance liabilities for all highways, sewers, Pumping Stations and Public Open spaces in order to obtain public adoption by the respective authority.

Responsible to: Technical Director

KEY RESPONSIBILITIES

1. Infrastructure & Open Spaces Adoptions
 - Appointment of contractors when required for small works, monitor progress, inspect works and ensure completion of work to agreed Local Authority Standards.
 - Site inspections of the condition of infrastructure at end of maintenance period and specify all works required to achieve public adoption (incl management companies).
 - Monitor all adoption Section Agreements (Section 38,104,111 & 278 Agreements) ensuring Reduction and cancellation of all the associated bonds.
 - Liaising with the Local Authority, Bondsman and company Solicitors and Management Companies.
 - Resolve all issues arising from completed sites ensuring all titles deeds, maintenance bonds and other legal requirements are complied with to minimise liability to the company.
 - Monitor expenditure to keep within budget allocation to prevent cash flow disruption. Provide early warnings of any cost variance anticipated.
 - Provide Engineering support to the technical and commercial teams, including assistance with technical reports for land appraisals as required.
 - Produce Monthly Estate Completions reports and budget forecasts for the regional board of directors.
 - Brief & commission topo surveys, utility surveys, Road safety audits, ROSPA reports, ground investigations, as built surveys, etc..
 - Review engineering designs to ensure cost effectiveness and buildability.
 - Resolve complaints from customers and members of the public.

2. Statutory Utilities Services

Land Appraisal Stage

- Obtain existing utility records for new sites
- Establish budget costs for new supplies
- Establish budget costs for any diversions of existing services
- Identify abnormal services lead-in timescales.

Detailed Design Stage

- Procure quotations for new supplies and diversions
 - Procure services layouts
- 3.** Ensure familiarity with Redrow Group's Health, Safety and Environmental policies and comply with employee responsibilities.
 - 4.** At all times comply with company policies, procedures and instructions.
 - 5.** Continue to seek improvement and efficiency by implementing new ideas and methods and continue to seek ways of both improving contribution to the organisation's goals and enhancing the reputation of the company.

THE PERSON

What kind of person are we looking for?

- Good communication skills
- Analytical and critical thinking
- Good observation skills and willingness to learn
- Proficiency in Mathematics
- IT Literate
- Ability to work both in a team and independently

These are illustrative duties and the job holder will be expected to become involved in a range of work to enable the department to respond effectively to the requirements of the Company.