



# TECHNICAL MANAGER



## ABOUT THE ROLE

The Technical Manager will manage the Technical function and report to the Technical Director on all technical aspects of a division's business from land acquisition through to site completions and final adoptions. They are directly responsible for managing the fees and services budget for each development, and jointly responsible for producing technical design solutions, within the cost plan or approved appraisal budget.

Responsible for: Design Manager, Architectural Technicians, and Engineers

Responsible to: Technical Director / Head of Technical

## KEY RESPONSIBILITIES

### 1. MANAGEMENT OF THE BUSINESS

- Actively participate as part of the company's management team in the general running of the company, achieving the company's targets; and seeking to positively influence the progression and growth of the company.

### 2. MANAGEMENT OF THE DEPARTMENT

- Effectively manage the company's Technical function to ensure best practices are followed, costs are controlled, the Department maximises revenue generation and contributes to the company's operating profit and increases the value added to the company.

### 3. PRE-DEVELOPMENT PROCESS

- Advise the Land department on the technical viability of new sites.
- Ensure planning permissions and other statutory approvals e.g. S278, S104 and S38 agreements are obtained in a timely manner.
- In conjunction with the Managing Director, prepare the master development programmes and monitor with the Design teams, both internal and external to ensure adherence to programmes.

#### **4. DEVELOPMENT PROCESS**

- Ensure Technical department procedures, layouts, technical reports for land appraisals and working drawings are delivered to the agreed date schedule.
- Ensure Sales and Legal information is prepared as required in accordance with agreed timescales – for example, conveyance plans and M colours.

#### **5. TEAM MANAGEMENT**

- Appoint external consultants and negotiate their fees to ensure services are optimised and fees are delivered within budget.
- Ensure the right candidates are recruited to vacant roles, in accordance with company policy and procedures.
- Lead, motivate, communicate with, develop, appraise and performance manage the Technical team to ensure they are fully motivated to achieve best performance and meet the company's needs.
- Ensure the department operates in accordance with Company policies and procedures.
- Comply with all responsibilities as laid down in the Group's Health & Safety Policy in order to ensure a safe environment within the department

#### **6. MEETINGS**

- Prepare papers for inclusion in Company Board Pack, present current issues at Board Meetings and be involved in discussing and influencing all aspects of the business.

#### **7. GENERAL**

- Liaise with the Group Commercial team on special projects.

### **THE PERSON**

What kind of person are we looking for?

- Good operating knowledge of the development / technical design process.
- Proven knowledge of detailed design for residential schemes utilising different forms of construction – including reinforced concrete frame, steel frame and timber frame.
- Be able to question and query design information across all disciplines.
- Architectural or Engineering background with the ability to use AutoCAD being beneficial.
- Sound understanding of statutory requirements, including Building Regulations and NHBC Standards, and Sustainability, with an ability to interpret and negotiate compliance.
- Be able to understand and interrogate design and project programmes, in particular identifying Critical Paths.
- Educated to degree level or in possession of a relevant professional qualification.
- Able to communicate with all disciplines at all levels.
- Well organised and capable of organising others.
- High level of attention to detail
- Able to manage people, processes and time.

- Strong team player who can communicate effectively.

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.