

Inspector

£50,000 – £55,000

About CSI~QA

CSI~QA provide construction site inspection & quality assurance to construction projects across London, and the surrounding area including, Bedfordshire, Cambridgeshire, and Hertfordshire. We conduct inspections on all building and construction types including traditional housing, high-rise building over 18m and commercial properties. We have an experienced team, and as part of the growing business, we have two exciting vacancies for the right candidate to join them.

Job description

Job Summary

You will be responsible for carrying out site visits and write a report to communicate existing and potential defects of the visited project. Typically, site visits are 3 hours long and in a standard week you will be expected to carry out up to 5 site visits per week with provision of sufficient office time for admin and report writing. The CSI~QA administrative team will provide you with support and in discussion with yourself, arrange visits a minimum of 4 weeks in advance grouping projects based on location to minimise traveling. On report writing days you will be required to work from home and will be provided with appropriate equipment including a company laptop and phone. You will be responsible for generating a report documenting areas where quality or technical specifications do not meet the required standard, evidencing this by providing a picture and a short description. You will be provided with a tablet and license to construction specific software to facilitate this efficiently on site. Support with software is available from CSI~QA administrative team.

Key Duties (key responsibilities and accountabilities)

1. Conducting on site visits
2. Minimum of 5 visits per week
3. Report Writing to communicate existing and potential defects.
4. Review client responses to reported defects to ensure they meet Building Regulations & NHBC Standards.
5. Other duties and tasks as required by the business with the skill set of the role.

Salary and Benefits

This position comes with 28 days annual leave plus bank holidays and is subject to a 3-month probationary period. You will also be entitled to additional company benefits:

- Bonus scheme up to 10% of salary
- Company vehicle
- Competitive fuel allowance
- Company laptop, tablet, phone, and other equipment deemed necessary to fulfil your role.
- Working from Home Allowance
- Competitive sickness pay package
- Up to 7% pension contribution
- Ability to buy holidays for more time off, or sell holidays back to the business to boost salary
- Payment of professional fees to one professional body
- Birthday and Christmas presents from the business

Person Specification

Experience

- Minimum of 1 years building surveying experience.

Qualifications

- Minimum Level 5 construction qualification or equivalent
- Able to demonstrate Continuous Professional Development
- Hold a minimum of a Construction Skills Certification Scheme card

Skills

- Experience with Building Regulations, British Standards, and manufacture's guidance documents
- I.T skills including, word processing and spreadsheets
- Communications skills
- Organisational and time management skills
- Willingness to work outside in all conditions
- Full Driving licence
- Problem Solving skills

Professional Bodies

- A member of, or working to achieve, membership of an appropriate professional body.