



Candidate Specification

Date: 23rd August 2025

Job Title: Estate Quantity Surveyor

Department: Works Department

Reporting To: Senior Management

Responsible For: Estimating, Financial Management and Contract Administration associated with Maintenance Works and Construction Projects to the Estates Properties, Enterprises and Assets.

1. Essential

- 1.1 Must hold a degree level or equivalent qualification in a construction related discipline e.g. Quantity Surveying, Construction Management, Building Surveying etc.
- 1.2 Must have a minimum of five years' experience in the building/construction industry.
- 1.3 Must demonstrate experience of undertaking extension/refurbishment/planned maintenance projects to a variety of property types.
- 1.4 Must be able to demonstrate experience in estimating the cost of construction works.
- 1.5 Must be able to demonstrate experience of successful project and budget management.
- 1.6 Must be able to demonstrate a knowledge of building contracts and their administration.
- 1.7 Must be able to demonstrate a knowledge of statutory and industry compliance requirements including Planning, Building Regulations, Listed Building Consent and Health and Safety Legislation.
- 1.8 Must be able to demonstrate a passionate knowledge and experience of working with historic buildings using traditional repair and conservation techniques.
- 1.9 Must demonstrate a commitment to quality and a high standard of design/workmanship.
- 1.10 Must have excellent interpersonal, communication, IT and organisational skills including proficiency in the use of Excel spreadsheets.
- 1.11 Must be a flexible team player willing to play a key role within the Estate and its wider community.
- 1.12 Must have a full clean driving license and use of a vehicle.



2. Desirable

- 2.1 To hold full membership of a recognised professional body e.g. RICS, CIOB, CABE, etc. with at least two years post qualification experience.
- 2.2 To hold a Project Management Qualification.
- 2.3 To hold a Building Conservation Qualification.
- 2.4 To demonstrate experience of preparing schedules/specifications for construction works.
- 2.5 To demonstrate knowledge of specialist computer software such as MS Project, CostX, Bluebeam, Masterbill, JCT Digital etc.

3. Benefits

- 3.1 Salary Band £50,000 to £60,000 per annum
- 3.2 Car Allowance of £5,000 per annum
- 3.3 26 days holiday per annum plus bank holidays
- 3.4 Enhanced Pension Scheme
- 3.5 Private Healthcare
- 3.6 Life Assurance
- 3.7 Mobile Phone
- 3.8 Staff discounts across the Estates activities and businesses
- 3.9 Wellbeing Programme
- 3.10 Long Service Awards