

Forward thinking
Straight talking



Technical Director

JOB SPECIFICATION

Gateley / **BUILT
ENVIRONMENT**
Gateley Hamer

POSITION: Technical Director

LOCATION:

CONTRACT TYPE: Permanent

The *role*

The Technical Director is a member of the Senior Management Team and in this capacity is expected to contribute to the day to day running of the business in terms of efficiency and cost effectiveness, technical training and guidance, customer care principles and market awareness to support the Directors.

In addition, the Technical Director is expected to have extensive experience of the technical aspects of the role and a thorough understanding of the processes and procedures.

You will be responsible for the following:

- To lead, monitor and manage your team ensuring efficient work throughout to meet organisational goals.
- Contribute to the company's marketing objectives, targets and initiatives.
- Maximise the use of resources within the company to ensure that quality, service standards and productivity levels are met.
- To report monthly on the workflow to the Directors on team performance and management.
- To identify and handle any projects requiring the Line Managers level of experience and knowledge in accordance with current standards and statutory requirements.
- Maintain an awareness of the latest technical publications and statutory legislation, British Standards, Codes of Practice and Best Practice documents issue by clients.
- Liaise with HR on recruitment, appraisals and HR matters.
- To Facilitate and Support informal and formal training of your team to maximise individual and team achievement.
- To carry out responsibilities in line with your technical role e.g., Chartered Building Surveyor.
- At all times to comply with the requirements of the Company's administrative, personnel procedures and Health & Safety regulations.

The *team*

Gateley Hamer is part of Gateley Built Environment, a multidisciplinary consultancy made up of four established specialist businesses: Gateley Hamer, Gateley RJA, Gateley Smithers Purslow and Gateley Vinden.

Together, we bring more than 600 property specialists together with the property and construction lawyers in Gateley Legal. This gives our clients access to connected expertise across the full property lifecycle, from strategy, funding and development through to occupation, long-term asset management and exit.

For our people, it means being part of a specialist business with its own established identity and close-knit culture, while benefiting from the range, scale and career opportunities available across Gateley Built Environment and Gateley plc. You will have opportunities to work on varied projects, collaborate with experts across different disciplines and build a long-term career within the wider group.

The *person*

Candidates will be able to demonstrate the following:

- BSc Hons.
- Experience and detailed working knowledge of your departments practices and procedures supported by an awareness of the latest statutory requirements, technical publications and guidelines to meet the technical demands of the Company's existing and potential client base.
- Experience of managing a team of people to meet KPI's and productivity levels.
- Experience in delegating tasks and project management.
- Enthusiastic, committed to leading a team to achieve company objectives.
- Good time management skills and solid organisational skills.
- Specialist skills and knowledge relevant to role.
- Negotiation, supervisory and leadership skills.
- Ability to work to deadlines and within budgets.

The *benefits*

With support, coaching and feedback from some of the most engaging colleagues around our great development and progression opportunities will reward your commitment and loyalty. We offer a competitive remuneration package where you'll be rewarded for your individual performance with an opportunity to receive an annual bonus.

In addition, we have a wide range of learning and development opportunities via our Learn platform to develop new skills and progress your career. Our My Flex comprehensive rewards package includes options covering annual leave (and the benefit of purchasing extra days), cycle to work, critical illness benefit, employee assistance programme, group personal pension, health care, season ticket loan and many more benefits (grade dependent). Finally, with Perks At Work/Home you can select a host of retail benefits that suit your needs alongside a Community Online Academy, free courses for all from fitness to coding to languages to hip hop dance.

We are *Gateley*

We are forward thinking and straight talking, our approach is to find solutions to the problems that our clients face. Gateley is a legal and professional services group, we are a group of formidable experts in all areas of law and business. Passionate problem solvers, we get our kicks from finding the right answers and getting our legal and business clients where they need to be. We support more than 5,700 active clients, ranging from FTSE 100 companies to private individuals, in the UK and beyond. Being part of Gateley is not just about the expertise that you bring; it's about attitude too.

The 'Gateley Story' is the story of our people and our culture. It is what has got us to where we are today as a successful business and it's the driving force behind the Gateley Team Spirit and the values that have shaped it. We have a set of shared internal values that capture what the Gateley Team Spirit is and this includes five elements that bind us all together as one Gateley: Ambitious for Success, Forward Thinking, Room to Breathe, Trusted to Do and Working Together. Every year across the group, we recognise members of our team that have gone and above and beyond and have lived these shared values. They are recognised at our annual Gateley Team Spirit awards.

Diversity, inclusion and well being

Diversity, inclusion and well being is an important part of Gateley's culture and values. We recruit talented people from a diverse range of backgrounds and cultures, providing equal opportunities for all to join our team regardless of age, sex, race, sexual orientation, disability, or culture.

We create an exciting and rewarding place to work that aims to fulfil everyone's potential and together to achieve personal and business goals. We offer flexible working patterns to help our staff achieve a good work/life balance and we encourage candidates seeking flexibility in their next role to apply for any of our vacancies.

We are proud to have been recognised by The Law Society as gold standard for our Diversity and Inclusion Charter and to be Stonewall Diversity Champions.

Additional Information

If you are successful in receiving an offer of a role with our company a variety of pre-employment screening checks will be completed. Our screening checks can include but are not limited to your eligibility to work, professional and academic qualifications, any criminal records, your financial stability and references from previous employers. The screening that takes place will be relevant to your role and will vary from role to role.



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