

Title:	Senior Construction Health & Safety Consultant		
Reports to:	Discipline Line Manager		
Direct reports:	N/A		
Business unit:	Management Services	Location(s):	All

Summary

The role of the Senior Consultant is a key business role delivering services to our clients with their expert knowledge and contributing to business development. Whilst the core of the senior consultant's role is delivery, the senior consultant will be assisting in continuous improvement initiatives and able to manage their time independently in order to deliver the clients' needs. The consultant will work as directed by Line Manager across projects and will be demonstrating a growing understanding in commercial and business objectives taking ownership over their own projects.

Key objectives

- Able to maintain utilisation between 80% - 90%
- Ensure time sheets are completed on time weekly
- Ensure project information is stored appropriately in project folders and maintained
- Maintain absence record in line with policy
- Able to deliver projects to projected fee
- Able to identify additional scope and fee opportunities
- Sets own deadlines sticking to project milestones
- Contributes and delivers continuous improvement initiatives
- Actively engages in industry initiatives, institution CPD, improvement and research feeding back into the business.
- Engage in team meetings and providing information as required

Principal responsibilities and accountabilities

- Attend project and design meetings
- Attend site meetings
- Complete site appraisals and risk identification
- Review of existing project and client information
- Provide written reports to the client and team
- Complete site inspections
- Complete audits
- Mentor lower grades
- Travel and work alone delivering projects

Qualifications, technical skills & competencies

- Pick Everard competency framework Professional competencies will also apply for this role.
- Construction experience
- Sound Knowledge in the following
 - Construction design, building control requirements
 - Construction techniques and materials
 - Fire safety in construction
 - Temporary Works
 - Asbestos
 - Demolition
 - Scaffolding
 - Working at height
 - Lifting
- CDM15 Schedule 3 items
- Min Level - NEBOSH Construction Certificate, GradIOSH and/or IMAPS
- Working towards or achieved: NEBOSH Diploma, NCRQ Diploma, NCRQ Diploma, NVQ L5. Design / Construction Degree

Last Reviewed:	June 2022
Adjustments:	Content review & key objectives added
Reviewed By:	James Hymers, Director – Head of Health & Safety
Next Review:	July 2023
Version:	I