**ROLE PROFILE**

|  |  |
| --- | --- |
| **ROLE TITLE** | Regional Operations Manager (Construction)  |
| **DEPARTMENT** | Regional Development |
| **OPERATING ASSOCIATION/ DIRECTORATE** | Property Investment – Orbit Homes |
| **RESPONSIBLE TO** | Operations Director |
| **RESPONSIBLE FOR** | Construction team |

|  |  |
| --- | --- |
| **ROLE PURPOSE** |  |
| * To support the Operations Director to ensure the safe planning and execution of direct build activities on our development sites.
* To manage site based construction teams in the safe, cost effective manner in line with agreed programmes.
* To ensure we deliver a 5 star product and service for our external and internal customers.
 |

|  |  |
| --- | --- |
| **ACCOUNTABILITIES /RESPONSIBILITIES** | *Statement of the main areas of accountability and responsibility* |
| * To be responsible for all works to be executed in line with current Health Safety & welfare legislation and in line with Orbits Health & Safety Policy.
* To be an active member of the Health & Safety committee and promote a positive Health & Safety culture and good practice throughout all of the Stakeholders.
* To work alongside Orbits Health & Safety consultants in promoting a high level of Health & Safety performance and use the performance data to drive continuous improvement.
* To ensure the sites are adequately resourced to enable all works to be conducted safely, economically and to programme, delivering high levels of quality.
* To set and monitor programmes and communicate progress to the sales teams to facilitate realistic legal completion forecasts.
* To work alongside the commercial and technical teams to optimise value engineering opportunities and building in ‘best value’.
* To ensure site teams keep accurate build report information and ensure the information is collated in the correct way and disseminated to the necessary internal and external stakeholders.
* To take an active role in the build/sales meeting and ensure accurate information is shared.
* To forge and maintain effective working relationships with internal and external stakeholders.
* To ensure site presentation is considered at all times to enable sales teams to optimise sales rates and income levels.
* To work co-operatively with the customer care department and promote a positive culture, ensuring we deliver the highest level of service and product.
* To demonstrate a flexible approach within the management team and be able be able to assist in both direct and indirect build/contract teams if the need arises.
* As part of the Regional Management Team to work in a collaborative manner and take decisions that will benefit the whole business.
 |

|  |  |
| --- | --- |
| **KNOWLEDGE/SKILLS/EXPERIENCE/PHYSICAL REQUIREMENTS** | *The tools needed to do the role* |
| Essential | * Experience of managing construction teams in the delivery of housing.
* Strong technical and commercial knowledge and be able to rationalise and simplify aspects of the construction delivery.
* Be fully conversant with Health Safety and Welfare legislation and be able to demonstrate the ability to implement it.
* Be fully conversant with building and NHBC regulations.
* Be able to work under pressure and meet deadlines.
* Enthusiastic team player with excellent interpersonal skills.
* Demonstrate good planning and organisational skills.
* Be able to think in a strategic way and make well reasoned judgements.
* Be passionate to about our product quality and service to all our customers both internal and external.
 |

Orbit is an Equal Opportunities Employer and all staff are required to read and adhere to Group and local policies and procedures relating to Equality and Diversity

Orbit requires all employees to read and adhere to Health and Safety policies and procedures

Orbit requires all employees to read and adhere to all Orbit policies and procedures and Standing Orders.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed by Employee |  | Date |  |
| Signed by Manager |  | Date |  |