

Building Surveyor – Repairs & Voids

Job Description

Pod: Property

Stem: Repairs

Reports to: Repairs and Voids Manager

Direct reports: Line management of Technical Officers



Red Kite's Expectations

You'll lead a small technical team and support the Repairs & Voids Manager in delivering high-quality, cost-effective maintenance services. This role blends technical expertise with customer engagement, requiring a passion for problem-solving and a genuine commitment to tenant wellbeing. You'll help shape and deliver services that reflect Red Kite's values and mission.

Key Responsibilities

- Supervise and support Technical Officers in delivering repairs, voids, and minor works.
- Lead on legal disrepair, insurance claims, and complex property cases.
- Manage day-to-day and minor project work, ensuring safety and budget control.
- Oversee contractor performance and ensure compliance with standards and documentation.
- Provide technical advice, site inspections, and defect diagnosis.
- Deliver project updates, post-work reviews, and maintain accurate records.
- Support planning and building regulation applications.
- Participate in the emergency out-of-hours rota, including on-site attendance when required.

Our essentials

- Strong building pathology and decision-making skills.
- Ability to manage budgets and deliver value for money.
- Excellent customer service and communication skills.
- Commitment to health and safety and compliance.
- Collaborative approach with internal teams and stakeholders.
- Passion for continuous improvement and service excellence.

Added extras

- Experience with legal disrepair and environmental health orders.
- Skilled in dispute resolution and contractor supervision.
- Knowledge of HHSRS, planning, and building regulations.
- Familiarity with mutual exchanges and estate inspections.
- Comfortable using technology to enhance service delivery.

Qualifications, Skills & Experience

We have a dedicated team here at Red Kite that supports employees with all things Learning and Knowledge. This role requires you to:

- Hold a BSc in Building Surveying or equivalent (CIOB/RICS).

- Have experience managing property-related teams and projects.
 - Have a background in social housing or tenant-focused organisations.
 - Be proficient in Microsoft Word, Outlook, Excel, and PowerPoint.
 - Have report writing and verbal communication skills.
 - Hold a full, valid driving licence.
 - Be self-motivated, flexible, and committed to Red Kite's mission.
 - Be able to lead by example and work collaboratively across teams.
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