

Job Title: **Fire Remediation Manager**

(Work Stream – Major Works)

Direct & Indirect Reports – **None**

Line Manager: **Head of Delivery (Major Works)**



Role purpose:

Working within the Fire Remediation Team, which has the responsibility to ensure that all our customers are safe & we are compliant to the Building Safety Act 2022. This role is to provide excellent front line customer service by working in partnership with internal and external stakeholders. Whilst working for the wider Fire Remediation team, this role will focus on one area of delivery, being to ensure that all major remediation work is completed in line with contractual terms and legislative compliance.

Established in 1864, Peabody is one of the biggest Housing Associations in the UK, responsible for 108,902 homes, with c250,000 residents across London, Kent, Sussex, and the Home Counties.

Key results:

Compliant to Building Safety Act 2022 for all Buildings Requiring an FRA & to help ensure our customers are safe and are not affected, if they wish to staircase, mortgage, or choose to sell their home. Support the active management of fire safety risks in a proportionate way & help to seek recovery wherever possible by exploring grant funding & contractor recovery.

Responsible for the day-to-day project management and improving the targets and activities carried out thereby ensuring that business objectives are met. Monitoring the progress of designs, standard of workmanship, checking progress of work and keeping the EA/CA informed of progress, identifying trends while the works are taking place on several schemes, working as a team with Quality Managers and Site Inspectors.

To lead & manage the delivery of a portfolio of projects whereby the external cladding needs to be replaced. Leading & motivating the activities of the Project Team to achieve the compliance to the current legislation, within the approved budget, timescales, and design and specification.

Success Metrics:

- Manage the progress of design and investigation to establish working fire remediation solutions.
- Manage the standard of workmanship and checking progress of work and keeping the EA/CA informed of progress, identifying trends while the works are taking place.
- Lead and inspire project teams.
- Provide strong leadership, inspiration & motivation for the activities of your Project Teams.
- Create & maintain a culture of high performance and continuous improvement.
- Manage the process of recovery from the original contractor.
- Anticipate risks and their impact and exercise sound judgment.
- Define & manage project risks, including updating the budget at all key stages.
- Lead, build and maintain effective relationships.
- Be commercially aware and sensitive to changes in the market driving by controlling build costs and programme.
- Build effective internal relationships across internal departments.
- To manage tasks assigned within an end-to-end process once a scheme has identified to be a risk to our residents. The end-to-end process being the evaluation stage, Legal Advice, (Prepare Litigation Strategy), access for External & Internal Investigation, Prepare Remediation Solution, Planning & Building Regulations (including the Gateway Process on HRB's), Tendering, on-site management to handover & final account, maintaining a golden thread of information.
- Manage schemes effectively and optimise schemes to make them more efficient.
- Support the grant process during submission, valuation and final account stages.
- Work collaboratively with Finance colleagues taking ownership of appraisals/ budgets for schemes and applying financial assumptions and sensitivities prudently.
- Target and results orientated, with an active commitment to achieving high levels of performance & professionalism.
- To manage & comment on the adequacy of remediation brief, specifications, etc. in the light of experience of defects managed & propose amendments to overcome any deficiencies identified.

About you:

- You'll deliver easy, reliable, empathetic service to your internal and external customers, by seeking to understand fully your customers' needs, identifying, and working to remove pain points, and always doing what you say you will.
- An experienced project manager with a demonstrably successful record of delivering development or refurbishment schemes.
- High-level project management skills with commercial awareness, and ability to critique and modify financial appraisals, manage costs, quality, timescales, and risk, anticipating problems and opportunities, taking the initiative to implement required actions.
- An effective communicator who demonstrates a high level of inter-personal skills to lead and motivate teams.
- Well-developed presentational, report writing and IT skills relevant to the delivery of a range of development or refurbishment schemes.
- An active commitment to achieving high levels of performance and professionalism.
- Sound understanding of legal & commercial management.
- Educated to HNC or above
- Relevant Fire Safety Qualification (e.g. IFE, IFSM, CIOB Level 6 in Fire Safety for Construction, etc)
- Qualified RICS, CIOB, RIBA (or similar) preferred, but not essential.