

Role profile



Job title:	Architect
Grade:	CP
Discipline:	Architecture & Design

Role purpose:

The Architect will be responsible for the provision of competent design solutions to problems, promoting and maintaining the highest level of architectural design quality and innovation, and ensuring all designs are subject to design review.

Accountabilities:

- 1) Provide full 'Architect's Service' as described in the RIBA Plan of Work and the "Standard Form of Agreement for the Appointment of an Architect" and ensure compliance with clients' Standing Orders, Codes of Practice and relevant legislation.
- 2) Liaise with and provide architectural advice to a wide range of clients.
- 3) Manage design projects from brief to completion.
- 4) Programme, allocate and monitor project work and carry out allocated tasks competently and professionally within determined financial budgets and fee/cost targets.
- 5) Contribute to the assessment of team resource capacity, allocate and monitor work, and provide management support and direction to a multi-disciplinary.
- 6) Responsible for identifying new business opportunities.
- 7) This role requires frequent travel to other offices and sites as required.
- 8) Carry out duties appropriate to the grade of the post
- 9) Promote continuous improvement and deliver demonstrable high quality products and services which embrace quality standards.
- 10) Demonstrate personal commitment to the Norse Way CSR strategy.

Qualifications:

- 1) Membership of the Architects Registration Board – Essential
- 2) Professional Membership of the Royal Institution of British Architects and working towards or prepared to work towards Chartered status - Essential
- 3) Bachelor's Degree in an Architectural related discipline – Essential
- 4) Holds a current site card or is prepared to immediately attain – Essential

Skills and knowledge:

- 1) Experience in a similar or related role – Essential
- 2) Proficient in the use of Microsoft Office Suite and AutoCAD – Essential
- 3) Familiar with relevant construction, health and safety legislation and risks and hazards associated with asbestos – Essential
- 4) Revit / BIM – Desirable

Competencies:


Improving for excellence	Level 2	Commercial focus	Level 2
Drive for results	Level 2	Customer focus	Level 2
Effective decision making	Level 2	Managing positive relationships	Level 2
		Leadership and development	Level 1

General:

Role Profiles are a reflection of the character and work priorities at a given point in time and it will be subject to regular review.

It is the individual's responsibility to take reasonable care for the Health, Safety and Welfare of themselves and others in accordance with the Health & Safety at Work Act (1974) and associated Company policy and procedures.

The individual is required at all times to comply with the provisions of the Data Protection Act 1998 and with any policy introduced by the Company to comply with the Act.

Creation date: 1 st May 2016	
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This role profile has been reviewed and validated by the Group Director – Human Resources.