

## Job Profile

### Senior CDM Consultant

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#### Main Purpose of Role

To work as CDM Consultant/Principal Designer on a wide variety of challenging and interesting projects covering many different construction sectors throughout the UK, including healthcare, commercial offices, education, retail, mixed-use and residential schemes.

To help ensure that Scott White and Hookins provides a first-class principal designer/CDM advisory service.

To contribute to Scott White and Hookins' vision and strategic objective to provide a fully integrated, high quality service to our clients in a friendly, professional manner and to reflect our passion for innovative and sustainable construction.

#### Main Responsibilities

1. To undertake CDM Consultant/Principal Designer duties, as defined by the Construction (Design and Management) regulations 2015 (CDM) and as otherwise required of the role; including site visits, preparation of the pre-construction documentation and other associated duties.
2. To liaise and communicate with clients, designers, contractors and others and to offer advice and guidance on CDM/health and safety issues.
3. To assist in the preparation of health and safety/CDM documentation for contractors and others.
4. To manage projects to the agreed project budgetary limits and time tables.
5. To seek and follow up opportunities to promote the Practice.
6. To attend design meetings, site meetings and carry out site inspections.
7. To work collaboratively with colleagues and to keep them informed of issues on your projects, at all times.

#### Location and Communication

The role is for someone based at the LONDON office, although consideration may be given to appointing a person to be based at our BEDFORD office. The person would report direct to the Director of the Health and Safety Division as well as the Partners of Scott White and Hookins.

#### Knowledge, Skills and Experience Required

- At least 5 years' relevant experience in the construction industry with specific experience of CDM/health and safety issues in construction.
- Relevant HNC, HND, BSc or MSc (or equivalent) in a construction-related topic.
- NEEBOSH Construction Certificate or equivalent/higher
- Self-motivation.
- Demonstrate initiative and a proactive approach to work.
- Good presentation, communication, interpersonal and team working skills.
- Good understanding of appropriate legislation
- Ability to assess, prioritise and organise self.
- Ability to gather evidence to assess progress against agreed standards.
- Ability to work effectively under pressure.