Job Code: 675   Technical Graduate

Reporting to: Technical Manager

Purpose: Ensure design solutions offer the best product for both Lovell and our clients.

Achieving Results

- Provide the necessary technical knowledge to allow these designs to meet current and future legislation.
- Evaluation of design briefs and contractor's proposals
- Liaison with other disciplines to ensure the best design solutions

Managing the Process

- Keep abreast of innovative design solutions and materials
- Co-ordinate production of drawings
- Attend pre-qualification interviews and presentations when required
- Liaisons with other disciplines to ensure best designs are produced
- Review both in-house and external designs regularly
- Attend project meetings as required

Serving the Customer (Internal and External)

- Ensure tender design satisfies employer's requirements
- Provide technical support to the design team

Delivering Quality

- Carry out research and development on new innovations and materials
- Encourage innovative cost effective design solutions
- Ensure planning and building control issues are addressed by the Design Team by keeping abreast of changes in legislation

Managing People

Comply with Lovell Policy and Employment Legislation, relating to;
- Recruitment
- Induction
- Discipline & Grievance
- Health, Safety and Welfare
- Absence Management

Regularly Communicate

- Keep staff up-top-date with relevant information, as appropriate

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Give and Receive Feedback

- Be open to ideas and suggestions from direct reports

Support Learning and Development

- Support staff to enable development in line with their PDP
- Encourage progression towards full professional membership, where appropriate

Technical Skills and Knowledge			
	Basic	**Intermediate**	**Advanced**
Contracts and contract documentation	▇	▇	
Construction materials	▇	▇	
Design	▇	▇	▇
Construction methods and technology	▇	▇	▇
Environmental legislation and issues	▇	▇	
Planning techniques	▇	▇	
Procurement	▇	▇	
Management systems	▇	▇	
Health & Safety	▇	▇	
Negotiation	▇	▇	
Value Creation	▇	▇	
Microsoft Word	▇	▇	
Microsoft Excel	▇	▇	
Microsoft Power Point	▇	▇	
Microsoft Outlook	▇	▇	
AutoCAD	▇	▇	
Power Project	▇	▇	