

What's it all about

You will lead NHG's independent quantity surveying and cost assurance service for works aligned to M&E, Fire, water boosters and Heating Engineering Services, ensuring that contractor pricing, variations, and valuations are robust, evidence-based, and represent value for money.

You will own and develop the Schedule of Rates (SOR), bringing this capability in-house, and ensuring it is applied consistently and effectively across all programmes.

Managing a specialist team, you will provide independent challenge and insight on costs, supporting informed decision-making.

How you'll make a difference

You will ensure NHG has consistent, transparent, and defensible cost assurance across all in-scope works, giving confidence that costs are fair, benchmarked, and aligned to the quality and scope of works.

Your leadership will strengthen value for money, cost control, and financial assurance, while improving consistency, reducing inefficiencies, and building in-house cost expertise.

How you'll do it

- Manage the delivery of independent cost assurance across Engineering Services, ensuring contractor pricing, variations, and final accounts are consistently reviewed, robustly challenged, and evidenced, resulting in clear assurance of value for money across all works.
- Own and develop and update the Schedule of Rates (SOR), ensuring it provides a consistent, controlled, and benchmarked basis for pricing across all in-scope programmes, improving cost consistency, transparency, and audit confidence.
- Be accountable for the governance, integrity, and application of the SOR, ensuring it is maintained, version controlled, and applied

consistently by your team, resulting in reliable and defensible cost decisions.

- Manage and oversee the delivery of cost assurance through your team, ensuring work is planned, prioritised, and delivered consistently, resulting in timely, accurate, and high-quality assurance outputs.
- Lead and manage the SOR Coordinator team, setting clear expectations, managing performance, and developing capability, ensuring a consistent and high-performing cost assurance function.
- Be accountable for the quality and consistency of cost assurance outputs, ensuring contractor pricing is benchmarked, substantiated, and aligned to agreed standards, reducing cost risk and improving financial control.
- Ensure contractor pricing, variations, and valuations are subject to robust challenge, identifying discrepancies, inefficiencies, and inconsistencies, resulting in improved cost control and reduced overpricing.
- Ensure alignment between cost, specification, and quality of works, providing confidence that pricing reflects the work delivered and supports value for money.
- Identify, assess, and escalate cost risks, pricing anomalies, and inefficiencies, ensuring risks are addressed early, supporting better cost control and reducing financial exposure.
- Ensure cost assurance data and records are accurate, complete, and auditable, supporting transparency, audit requirements, and a clear cost "golden thread."
- Monitor and manage the performance of the cost assurance service, using data and insight to improve consistency, accuracy, and overall service effectiveness.
- Provide independent cost insight and benchmarking to inform decision-making, supporting value-for-money assessments and improved financial planning.
- Influence contractor commercial behaviours through evidence-based challenge, improving pricing practices and driving better consistency and accountability.
- Work collaboratively with Compliance and Energy SMT, Procurement, and Engineering teams, ensuring cost assurance is aligned to programme delivery while maintaining independence from budgets, contracts, and payment decisions.

- Lead continuous improvement of cost assurance processes and SOR development, strengthening in-house capability, improving efficiency, and reducing reliance on external providers.
- Payment process - Build and maintain valuation and variation process, policy and application
- Credit control - Reconcile contractor accounts against purchase orders, open orders and management accounts
- Ensure that you follow and keep up to date with all relevant Notting Hill Genesis and statutory policies and related procedures including health and safety and financial regulations.
- Hybrid arrangements - at least three days a week in an office or in a community/site based/partnership setting. On other days, working from home may be possible, depending on the work needed and the interaction required.

All about you

Our values

We succeed together

By working as one and respecting diverse perspectives, we support each other to consistently deliver better outcomes for our residents and communities.

We keep our word

We do what we say we will do, and act with integrity and ownership to build trust and provide the high-quality service people expect from us.

We do better every day

We are always looking for better ways to work and raising standards and strengthening communities through continuous improvement.

This is a people manager role. Please [refer to our people manager standards](#).

Essential knowledge, experience and skills

- Level 5 qualification (or equivalent) in quantity surveying, construction, or commercial management
- Experience in quantity surveying, cost management, or commercial roles within housing, construction, facilities or a similar regulated environment
- Strong working knowledge of measurement, cost management, variations, final accounts, and benchmarking, including experience of reviewing and challenging contractor pricing and commercial submissions
- Experience of developing and working with Schedule of Rates (SOR) or similar pricing frameworks, including maintaining cost data and financial records
- Understanding of construction processes, commercial practices, and contract structures, including pricing models and cost-control mechanisms
- Strong leadership and people management skills, including building, managing, and developing a specialist team
- Strong analytical and problem-solving skills, with the ability to assess costs, identify discrepancies, and make informed judgements
- Ability to provide robust challenge on contractor pricing and identify and escalate cost risks and inefficiencies
- Strong communication and influencing skills, working across teams, contractors, and stakeholders
- Intermediate IT and systems skills including Microsoft office

