**What’s it all about**

**Senior Building Safety Manager**

**> Building Safety > Building Safety Regulation**

Collaborating with teams across Notting Hill Genesis (NHG) to enhance the safety of our homes. Ensuring compliance with regulatory requirements.

**How you’ll make a difference**

Manage a team of Building Safety Managers to ensure compliance with relevant statutory and regulatory requirements, including a comprehensive understanding of Building Safety Act, Health and Safety compliance within NHG's policies and procedures, and financial regulations.

Perform allocated duty holder roles in line with Building safety legislation and ensure your own (and others) ongoing competence in these duties.

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**How you’ll do it**

* Ensuring NHG meet legislative requirements under the Building Safety Bill and Fire Safety Act 2021 including understanding of PAS and National House Building Council (NHBC) guides; definitions of buildings under the Building Safety Act, Health and Safety compliance within NHG's policies and procedures, and financial regulations.
* Be the accountable person for overseeing Building Assessment Certificate application, Building Safety Case maintenance, building registration and Mandatory Occurrence Reporting (MOR), in line with duty holder responsibilities outlined in Building Safety legislation.
* Liaising with internal and external parties and using proactive stakeholder management to ensure the building safety management function meets requirements and fits seamlessly with other NHG processes
* Act as quality control on Building Safety Cases and other work delivered by the Building Safety Managers. Work with the Policy and Process Manager to gather data, identifying gaps, risk and issues that may impact Building Safety Cases.
* Actively participate in related programmes and projects including those regarding data, and development handover gateways, the Golden Thread, and Building Safety Cases to ensure consistent processes are in place.
* Ensure the Building Safety Management strategy is informed by the latest government guidance and expert advice through your own external engagement and research
* Deliver work set out in the Building Safety Management Procedure
* Engagement with regulatory and enforcement bodies and authorities to build strong relationships. Understanding and management   
  of regulatory judgements.
* Awareness of limits of their own competence and knowing when to obtain expert advice. Cascading information to and sharing knowledge with the team.
* Management of Building Safety managers, including quality management, and resource planning.

**All about you**

**Behaviours for success**

Our values set out what we stand for. You’ll need to show us how you match them and how you’ll behave to ensure those are visible when carrying out your work.

* Compassionate • Inclusive
* Progressive • Empowered
* Dependable

For each value, we’ve created example behaviours to help you understand our expectations in more detail. Please [refer to the framework](https://www.nhg.org.uk/media/npznkx1o/values-and-behaviours.pdf). This role is at **manager** level (delete as necessary).

This is a people manager role. Please [refer to our people manager standards](https://www.nhg.org.uk/media/luyjjrvl/people-manager-standards-2.pdf).

**Essential knowledge, experience and skills including qualifications and professional membership**

Essential:

* Applied understanding of Building Safety Act and relevant legislation, and where to obtain relevant information
* Knowledge of building construction, building inspections, and fire strategies
* Understanding of technical drawings and reports
* Practical knowledge of risk and risk assessment
* Experience of complaint and stakeholder management (internal and external)
* Experience of communicating technical information to a non-technical audience
* Budget administration
* Managing a team of hybrid staff
* Assessing quality of written reports, risk assessments and technical documents in the built environment.

Qualifications:

* Level 6 Diploma in Building Safety Management CIOB and CIOB membership

Open to consider candidates with the following qualifications or qualifications accredited by the relevant technical bodies, and willing to work towards the CIOB:

* NEBOSH Fire or membership of Institute of Fire Engineers (IFE) or a similar fire safety body
* HND in construction
* Management qualification
* Membership of Institute of Structural Engineers
* Membership of Chartered Association of Building Engineers (CABE)
* Membership of the Institute of Fire Safety Managers