



QUANTITY SURVEYOR - SENIOR EXECUTIVE ENGINEER GRADE

THE HOUSING AGENCY

The Housing Agency is a government body working with the Department of Housing, Local Government and Heritage, Local Authorities and Approved Housing Bodies (AHBs) in the delivery of housing and housing services.

The Agency's vision is to achieve an integrated housing system, meeting the nation's housing needs and promoting sustainable communities. It does this by providing evidence-based housing insights and data that inform thinking and policy making; by working with others to enable the delivery of housing solutions and implement programmes and actions in Government housing policy; and by equipping itself and its stakeholders with the capacity required to respond quickly and effectively to challenges in the housing system.

The Agency's work to deliver sustainable and affordable housing for all is framed under three broad themes:

- Being a centre for housing knowledge;
- Bridging housing supply and demand; and
- Building capacity for housing.

The Housing Agency provides a broad range of services including:

- Technical advice and supports to local authorities and AHBs regarding capital construction and refurbishment projects and procurement.
- Pyrite Remediation, Defective Concrete Block Grant and Remediation of Defects in Apartments schemes
- Assisting local authorities with all aspects of their housing function
- Supporting affordable housing initiatives including cost rental and affordable purchase schemes
- Housing acquisitions and property sourcing for social housing
- Financial appraisals of AHB funding applications
- Co-ordination of the Housing First initiative
- Mortgage to Rent
- Research, financial analysis and policy advice
- Multi User Developments Advisory Services.
- Land development and management
- Local Authority Loan Underwriting
- Managing the Croí Cónaithe (Cities) Fund
- Approved Housing Bodies Services
- Loan Underwriting
- Housing Practitioner Training and Information

- National Strategy for People with a Disability
- Assistance in the delivery of affordable housing

Further information on The Housing Agency is available at www.housingagency.ie

THE POSITION

The Housing Agency is now seeking applications for a Quantity Surveyor to work with the Project and Procurement Teams, within the Built Environment Directorate. The position will be at Senior Executive Engineer level – (LA Scales). This is a permanent post and is based in our offices in Dublin 2. The Housing Agency operates a Blended Working policy.

MAIN DUTIES

The successful candidate will be working as part of two multi-disciplinary teams: a multi-disciplinary technical team of architects, engineers and quantity surveyors in the Programmes, Procurement and Projects Team and a multi-disciplinary team of housing practitioners in the Delivery and Innovation directorate. Their main duties will be:

- Using technical skills appropriate to the position in relation to work assigned
- Support Local Authorities and AHBs with their housing delivery in the most effective ways, including design and build contracts, employer designed contracts, turn-key developments, development agreements, joint ventures and competitive dialogue processes
- Lead on the assembly and analysis of housing delivery cost data from a number of stakeholders (Local Authorities, AHBs and others) across a number of housing funding mechanisms (including Croí Cónaithe (Cities).
- Development of appropriate housing delivery cost metrics to be shared with key stakeholders.
- Manage or as appropriate, procure The Housing Agency's framework consultant quantity surveyors. Review and assess reports and other documents (e.g. excel spreadsheets) produced by The Housing Agency's framework consultant quantity surveyors as required.
- Provide assistance and support to Local Authorities and AHBs in the development of project briefs and cost estimates.
- Assistance and support to Local Authorities and AHBs in the procurement of consultants and works contractors.
- Working with architects, engineers, quantity surveyors, fire consultants and other consultants as required in the design and delivery of social and affordable housing

projects and associated works. Take a leading role in such multi-disciplinary teams as required

- Administer Quantity Surveying Services from project inception to the final completion stage of projects pricing documents, preparing bills, cost plans, cost estimates and organising project preliminaries.
- Procurement, administration and management of contract notices for works and works related services through e-tenders.
- Procuring and managing external consultant design teams.
- Analysing and evaluating on the Contractors suitability and contractual claims.
- Preparing submissions for funding approval and determining relevant cost forms.
- Drawing up a Risk Analysis for the project(s).
- Monitoring project progress and duration, cost controls and contractual matters
- Project Management and Contract Administration
- Undertake the cost management of projects assigned by The Housing Agency
- Provide assistance and support to pyrite remediation scheme, defective concrete blocks grant scheme or any other remediation scheme operated by the Housing Agency, as required.
- Liaison with local authorities, AHBs, Department of Housing, Housing Delivery Co-ordination Office, the Office of Government Procurement, and other organisations, including professional bodies in relation to social housing
- Acquiring knowledge of and implementing new developments and legislative changes in quantity surveying, procurement, and housing delivery more broadly and actively engage in continual professional development
- Such other duties as may be assigned from time to time by the Director of Service and the Chief Executive Officer.

QUALIFICATIONS AND EXPERIENCE

Minimum Requirements:

- Minimum Level 8 qualification on the National Framework of Qualifications in Quantity Surveying/Construction Economics, and
- hold a professional qualification in Quantity Surveying that is prescribed under the Building Control Act 2007, or a qualification in Quantity Surveying, that is equivalent to a qualification so prescribed in Section 29 of the Building Control Act 2007 and
- be eligible for registration as a Quantity Surveyor under the Building Control Act 2007 without requiring further assessment. Any appointment by the employing body will be subject to registration under the Act;

- have at least eight years satisfactory experience of Quantity Surveying work;
- possess a high standard of technical training and experience; and
- Chartered membership of the SCSl / RICS preferable

SKILLS AND COMPETENCIES

Leadership

- Can play a leading role as part of a multidisciplinary team to deliver projects.
- Can work independently and act as sole consultant/advisor on Quantity Surveying matters
- Strives to develop and implement new ways of working effectively to meet objectives.

Communication Skills

- Excellent communications skills, both verbal and written
- Ability to communicate technical issues clearly to non-technical audiences.
- Able to demonstrate how they effectively engage with a multidisciplinary team and clients ranging from national and local authorities to major contractors.

Delivery of Results

- Can demonstrate the ability to plan and prioritise work in terms of importance, timescales and other resource constraints, reprioritising considering changing circumstances.
- Can demonstrate the ability to produce quality work and their methods of ensuring this is achieved.

Team Work

- Builds positive working relationships with colleagues and stakeholders.
- Can manage a mixed team of technical specialists and housing practitioners.

Specialist Knowledge

- Demonstrate a high level of relevant quantity surveying experience.
- Be able to demonstrate a direct experience of quantity surveying experience in housing delivery (houses, apartments, including retrofitting existing buildings).
- Have a good working knowledge of, or demonstrate the ability to develop a good working knowledge of some or all the following:
 1. Construction cost control and value engineering Building Regulations and Building Control Regulations

2. Capital Works Management Frameworks
3. Health and Safety Regulations

IT Skills:

Proficiency including skilled with the following programmes :

- MS Office, Buildsoft, CostX, and/or similar, with some knowledge of Revit and AutoCAD and BIM.

SALARY SCALE – SENIOR EXECUTIVE ENGINEER (LA SCALES)

€76,772 – €79,125 – €80,252 – €82,622– €85,011 – €87,394 – €89,793

LSI 1 €92,808

LSI 2 €95,815

New entrants will be appointed on the first point of the scale in line with government policy. Different terms and conditions may apply if immediately before appointment you are a currently serving civil/public servant.

Eligibility to compete:

Candidates should note that eligibility to compete is open to citizens of the European Economic Area (EEA). The EEA consists of the Member States of the European Union along with Iceland, Liechtenstein and Norway. Swiss citizens under EU agreements may also apply. To qualify candidates must be citizens of the EEA by the date of any job offer. Eligible candidates must be:

- a) A citizen of the European Economic Area. The EEA consists of the Member States of the European Union, Iceland, Liechtenstein and Norway; or
- b) A citizen of the United Kingdom (UK); or
- c) A citizen of Switzerland pursuant to the agreement between the EU and Switzerland on the free movement of persons; or
- d) A non-EEA citizen who is a spouse or child of an EEA or Swiss citizen and has a stamp 4 visa; or
- e) A person awarded international protection under the International Protection Act 2015 or any family member entitled to remain in the State as a result of family reunification and has a stamp 4 visa; or
- f) A non-EEA citizen who is a parent of a dependent child who is a citizen of, and resident in, an EEA member state or Switzerland and has a stamp 4 visa

Closing date for Receipt of Applications – Friday 6th December 2024 at 12:00 noon

Application Procedure

- All sections of the application form must be completed, incomplete applications will not be considered for shortlisting.
- Applications should be typed and submitted in PDF format to recruitment@housingagency.ie.
- Applications will not be accepted under any circumstances after the closing date and time.
- Canvassing by or on behalf of the applicant will automatically disqualify.
- All information must be provided on the formal application form. Additional information such as CVs, references, and certificates should not be attached to this form.

Should the person recommended for appointment decline or having accepted the position relinquish it or if any additional vacancy arises, the Agency may, at its discretion, select and recommend another person for appointment on the results of the selection process.

