

Aspire Job Description

Job Title: Design Manager **HR Ref No. DEDE02E**

Entity: Aspire Defence Capital Works Limited (ADCW)

Location: Aldershot

Purpose of Role

Reporting to ADCW Pre-Construction Director.

To lead and manage (where applicable) the design team and the development of the detail design, for which ADCW is responsible, in accordance with programme requirements and project commercial objectives.

Assist in the evaluation and setting of Status of key sub-contract drawings.

Co-ordinate the development of package designs in line with lessons learnt and manage the design approval process of sub contractors' details

Principal Accountabilities

- Ensure that all work carried out by the design team is in accordance with the Aspire Management System;
- Manage the production of a comprehensive suite of documents from Scheme Design Report(SDR) to construction issue.
- To accept the SDR from the FDM and continue coordination of Authority and 3rd party requirements as directed by the FDM
- Ensure that designs including trade contractor designs and shop drawings are checked for conformity with the specification and contract.
- Support the Planning Supervisor to ensure that design risk assessments are undertaken;
- Ensure that design programmes are maintained including a Schedule of Design Deliverables;
- Monitor and report progress to the Project Director at regular interval;
- Attend kick off meetings, progress and design co-ordination meetings at regular interval;
- Attend the Inter Discipline Coordination (IDC) meetings;
- Arrange, chair and minute the design to procurement hand over meetings;
- Check compatibility of designed tolerances
- Visit and interface with the site based design co-ordinators to resolve ADCW site team design queries
- Support the procurement department in the review of production of tenders in regard to design development and management.
- Maintain communication and good working relationships with all disciplines which supports Aspire Defence Purpose Vision and Values for the Allenby & Connaught Project.

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Key Performance Indicators:

- Adhere to internal / external timetables
- Monitor the accuracy of information produced
- Focussed on delivering to time
- Reliability with flexible approach is essential
- Conscientious and thorough
- Meet company and client objectives

Qualifications and Experience:

- HNC/HND in Building, Engineering or Architecture.
- A Professional Qualification in Architecture, Engineering, Construction or Project Management
- It is essential the candidate has design management experience working on large projects.
- Exposure to the PFI/PPP and two stage tendering is essential.