



## Building Surveyor

Full-time and Permanent  
Salary £46,258 - £52,421 per annum  
Plus generous benefits package  
Hybrid / flexible working

### About the role

Are you a skilled Building Surveyor with a passion for caring for heritage properties? Are you looking for something a bit special?

Join our client-side Estates team in Edinburgh, where you'll manage an extraordinary portfolio of Grade A listed gallery buildings and art collection facilities. For a Building Surveyor who loves heritage buildings, this opportunity promises to be immensely rewarding. With a property portfolio rooted in the heart of Edinburgh city centre, this role offers the chance to work on a diverse range of capital projects and maintenance activities, ensuring these iconic spaces continue to inspire visitors and care for our national collection.

This is a pivotal moment to join our dedicated team as we develop our conservation works programme and forward maintenance plans to shape a robust estates strategy. You'll play a key role in maintaining our exceptional visitor experience while addressing the unique challenges of working with historic buildings which house valuable art works. The role demands expertise in core building surveying competencies, including building pathology, construction technology, contract administration, design and specification, inspection/quality management, legal/regulatory compliance and fire safety. Additionally, skills in client care, health and safety, sustainability, accessibility and building conservation will help drive the success of our mission.

Be part of a team who are caring for these cultural landmarks for generations to come.

### The difference you'll make

You will play an important part in conserving these outstanding listed buildings for the future and ensuring the protection of one of the finest collections of art for a wide public audience to continue to enjoy. You'll work closely with Estates and FM colleagues, consultants, and contractors as well as other senior managers across the organisation to ensure operational requirements are achieved.

### Estates Strategy and Capital Investment planning

Working closely with the Head of Estates (a Chartered Building Surveyor), you will be responsible for developing and delivery of the NGS Forward Maintenance Plan and assigned capital projects as the technical lead on building fabric, including leading conservation programmes of work, undertaking regular condition surveys, and developing and implementing annual maintenance plans. This will include assisting the development of our decarbonisation strategy.

[nationalgalleries.org](https://nationalgalleries.org)

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VAT No. GB 1001904 82

## **Project Management of Capital Works**

Project managing allocated building fabric projects, from inception to handover and into use. For minor projects this may be for full PM and contract administration/supervisor responsibilities including preparation of specifications and tender documents, or for larger projects then commissioning and managing consultant Project Managers, Conservation Architects and Surveyors for design and construction delivery and taking the role of “client side” PM.

## **Estates Operations**

Responsible for overseeing all planned maintenance and response maintenance for the building fabric, and including undertaking asset information development, space planning, lease management and fulfilling premises related Health and Safety duties such as asbestos responsible person.

## **Who we are looking for**

To succeed in this role, you'll need the following range of knowledge, skills, and experience:

- Degree level qualification in a relevant building surveying subject.
- Chartered membership of an appropriate professional institute (i.e. RICS), or working towards and/or Masters equivalent qualification in a relevant subject. Core competencies as a building surveyor as per RICS competency framework.
- Experience of delivering planned and response maintenance on multi-site estates, including strong building pathology skills and design/specification and procurement experience.
- Extensive knowledge of building fabric and construction and strong technical knowledge to apply to the maintenance and operation of the estate, including building regulations, fire safety management, asbestos management, and planning legislation.
- Relevant experience of scoping, briefing and project managing capital works projects for building projects to time, quality and within budget.
- Procurement and contract administration experience across various forms of construction contracts (e.g. NEC, SBCC, etc.).
- Experience of undertaking condition surveys and preparation of lifecycle investment plans.
- Strong IT skills – competent in use of Microsoft 365 packages, Microsoft project, excel, word, AutoCAD and CAFM systems.
- Excellent planning, organisation, and communication skills.
- Health and Safety – strong working knowledge and experience of CDM regulations (particularly client duties) and Asbestos management, along with general premises related H&S legislation.

## **It would also be great if you have:**

- Experience of public sector procurement.
- Experience of managing and maintaining listed buildings and conservation works.
- Working experience of BIM and Soft Landings
- Asbestos Responsible Person qualification and experience

## **We are National Galleries of Scotland**

Our three Edinburgh galleries are the National, Modern and Portrait. We house and look after Scotland's amazing world-class art collection – one of the finest in the world. Step inside and explore treasures from Botticelli and Titian to the very best modern art to contemporary portraits of pop culture icons. And, as you'd expect, the world's greatest collection of Scottish art, our national collection. We also have an outstanding collection of Western art from the late Middle Ages to the present day.

We're a space for thinking, dreaming, doing, and playing. Soak up the art. Meet friends in the cafés. Have a family picnic surrounded by the sculptures in the Modern grounds. Be inspired by our amazing art films. Choose your own experience. There is no one way to enjoy Scotland's national collection. We are yours to discover.

As well as displaying our art at our three Edinburgh sites, we also share it through an active programme of partnership across Scotland, the rest of the UK and abroad, as well as online.

We conserve and research our collections and we are committed to reaching the widest possible audience through our ambitious plans. Visitor numbers to our sites in Edinburgh totalled an average of 2.5m visitors a year in the years prior to the global pandemic.

### **What's important to us**

We make art work for everyone. That's our purpose and it drives everything we do. This is an exciting time for us, as we move forward with our engaging strategic vision: Art for Scotland: Inspiration for the World.

We're putting our audience at the heart of what we do. Matching Scotland's rich collection, our expertise and creativity with the needs and wants of our visitors. Finding new ways to connect with more people and create an innovative, inclusive organisation that can meet the challenges of our ever-evolving world.

We're committed to looking at how we operate as well as how we engage our audiences. We will play our part in tackling the Climate Emergency, and we're embedding Equality, Diversity, and Inclusion (EDI) in the way we work. We want everyone to feel a sense of belonging and freedom to be themselves at work or at play with us.

### **What's on offer for you**

Our colleagues will tell you great things about working here. We aim to ensure the National Galleries of Scotland is a great place to work, where our people thrive in a culture where we are trusted, empowered, and engaged to achieve our true potential. We offer a range of benefits to promote healthy working lifestyles for all our colleagues. Details specific to this role are:

#### **Salary**

£46,258 - £52,421 per annum. Starting salaries will normally be at the minimum rate depending on experience.

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## Hours

35 hours per week excluding a one-hour unpaid lunch break each day Monday to Friday. We're also committed to supporting flexible working options for everyone which includes flexible working, working remotely and flexitime policies.

## Holidays

When you first join, you'll get 36.5 days holidays per year (including public and privilege holidays). After 5 years your annual leave will increase to 41.5 days.

## Where you'll be based

You will be based at Modern One, 75 Belford Road, Edinburgh, EH4 3DR. Free car parking is available on site. You will be required to work across all of our Galleries based in the heart of Edinburgh - the National, Portrait, Modern (One and Two) and our Storage buildings on the outskirts of the city.

## Pension

We are a [Civil Service Pension](#) employer. You get to choose if you want a defined benefit or stakeholder pension. The benefits of joining the scheme include [generous employer contributions](#) to your future pension, life assurance, and options to increase your pension. If you join the alpha Civil Service pension scheme our contribution will be 28.97% for this role.

## Other benefits

Family friendly working policies, free or discounted entry to various visitor attractions, staff discount at our shops and cafés, Cycle to Work Scheme, wellbeing support and services including our Employee Assistance Programme.

**The closing date for completed applications is 12 noon on Monday, 23 December 2024.**

*Please note that the successful candidate will be subject to Basic Disclosure Scotland security clearance.*

We will be shortlisting candidates before Christmas and may invite you to complete an online skills assessment as the next stage of the process. Invitations to complete the assessment, along with further information, will be sent out on 23 December 2024 with a deadline of Monday, 06 January 2025.