

# Job Vacancy

## Principal Land Referencing Manager

Full-time

Telford, Shropshire

An exciting opportunity within this dynamic and fast-growing business awaits the right candidate. We are looking for an experienced Principal Land Referencing Manager, who will take the lead role in the delivery of projects to clients and will be responsible for the maintenance and development of our land referencing database.

### About the Company

The Land Referencing Company (t/a LRS) provide specialist Land Referencing consultancy and support for major infrastructure projects. LRS are the largest dedicated land referencing specialists in the UK.

The strength of LRS is due to our large varied team of Directors, Managers, Project Managers, Team Leaders, Land Referencers and Administrators who have a broad knowledge of all aspects of the land referencing process. We provide high quality Land Referencing Services throughout the UK managing and delivering Development Consent Order (DCO), Transport and Works Act Orders (TWAOs), Compulsory Purchase Orders (CPO's) and Hybrid Bill projects including most of the major transport, regeneration and infrastructure schemes.

We always recommend the best solution for client requirements, using our unique range of services that extend from traditional to contemporary innovations. We also provide advice and training guidance on all aspects of the land referencing process, book of reference and land plans.

You will be joining a growing business with ambitious growth plans. We offer a competitive salary, excellent benefits and opportunities to further your career.

If you have the relevant skills and experience and would like to be considered for this role, please send your CV to:

**[elaine.wilkinson@land-referencing.co.uk](mailto:elaine.wilkinson@land-referencing.co.uk)**

### About the Position

Within this senior role of Principal Land Referencing Manager, you will take the lead role in the delivery of projects to clients and take responsibility for the maintenance and development of our land referencing database. You will work closely with Project Managers and team members and take the lead in growing and developing the referencing team, who are working on DCO, CPO and TWAOs projects.

Taking overall responsibility of all deliverables and compliance, in that they have been checked for quality, completeness, compliant with current rules, regulations and guidance and they meet the client's technical expectations and delivered in a timely and cost-effective manner. Our goal is to deliver all projects on time, every time, to budget and ensure they are all fit for purpose.

We are looking for people with the ability to make a difference, pro-actively manage requirements and risks and inspire others to deliver successfully. Candidates must have excellent communication, problem solving, analytical and demonstrable experience in Project Management methodologies and experience of working within a land referencing environment to a high degree. This is a busy but friendly environment that will suit an organised person with a great eye for detail. The role is based in Telford with flexibility where possible, will have direct responsibility for all projects, working closely with the Delivery Manager and Project Managers

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[www.land-referencing.co.uk](http://www.land-referencing.co.uk)

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### Responsibilities

- » Take the lead in the maintenance and development of our land referencing database
- » Develop and mentor the team ensuring growth, knowledge and skills transfer
- » Responsible for delivering projects, ensuring all are delivered on time, to the desired quality and margin
- » Provide leadership and assist in process improvement and governance activities
- » Manage and report on progress against plan and monthly progress reporting
- » To think strategically, plan effectively and prioritise own work load and project teams
- » To inform Delivery Manager of imminent delivery dates and any project issues in relation to technical issues, training, supplier, planning, client, change in scope and quality/etc.
- » Successfully manage the relationship with the client and all stakeholders
- » Sign-off the proof of process results for all projects
- » Undertake technical reviews and audits
- » Report and escalate issues and risks to senior management
- » Perform risk management to minimise project risks
- » Create and maintain comprehensive project documentation

### Requirements

- » Expert knowledge of statutory CPO and land referencing processes
- » Educated to degree level and have knowledge of and/or experience in, land law, surveying, conveyancing, land referencing, planning, property or a similar discipline
- » At least 5 years' experience in a project management and/or technical role
- » Results driven with excellent attention to detail
- » Client facing and an excellent communicator, verbal and written skills
- » Flexibility – ability to work additional hours, travel and stay away from home where necessary
- » Proven work experience in project management with a hands-on attitude
- » Solid organisational skills including attention to detail and multi-tasking
- » Strong working knowledge of MS Office
- » Must be a good people manager and have a flexible approach to working hours
- » Holder of a current UK driving license

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