

Job Vacancy

Team Leader

Full-time

Telford, Shropshire

An exciting opportunity within this dynamic and fast-growing business awaits the right candidate. We are looking for an experienced Team Leader to support the Project Manager on key client projects, with the goal of delivering every project on time, within budget and to the desired quality levels.

About the Company

LRS provide specialist land referencing consultancy and support throughout the UK, managing and delivering Compulsory Purchase Order, Development Consent Order and Hybrid Bill projects.

The largest, dedicated land referencing specialists in the UK - our strength is our skilled team of Directors, Managers, Project Managers, Team Leaders, experienced Land Referencers and Administrators who have a broad knowledge of all aspects of the land referencing process.

We always recommend the best solution for individual 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.

LRS have managed and delivered projects across a wide range of sectors including most of the major transport, utilities, telecommunications, regeneration, housing and infrastructure schemes in the UK.

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

About the Position

This is a busy but friendly environment that will suit an organised person with a great eye for detail, who is keen to develop their skills. The role is based in Telford, working closely with the Project and Delivery Manager.

Responsibilities

- » To ensure all deliverables have been checked for quality, completeness, that they meet client expectations and are delivered in a timely and cost effective manner
- » Maintain and agree detailed project plans with the Project Manager
- » To assist the Project Manager in maintaining progress against plan reports and draft monthly reports
- » To allocate tasks with performance criteria to team members and manage performance of these tasks and people
- » To think strategically, plan effectively and prioritise own work load and project team(s)
- » Liaise with clients or other parties advised by the Project Manager
- » To inform the Project Manager of any project issues with; staff training, suppliers, changes to plan, client, queries and quality etc.
- » To carry out the analysis and interpretation of deeds, titles and other related documentation and report any difficulties to the Project Manager
- » Manage the teams whilst carrying out site enquires
- » Ensure all health and safety requirements are adhered to
- » Approve project related written communication by Land Referencers

Requirements

- » Educated to degree level and have knowledge of GIS
- » Proven work experience in a supervisory role
- » Solid working background with a hands-on attitude
- » Good client-facing and internal communication skills
- » Good written and verbal communication skills
- » Good working knowledge of MS Office
- » Able to work in a well organised, methodical manner with a high level of self-motivation and excellent attention to detail
- » Must be a good people manager and have a flexible approach to working hours

www.land-referencing.co.uk