

Market Supplement Payment Request Form

Before completing this form please refer to the Market Supplement Policy.
All relevant section of this form must be completed before submission to the next stage.

Please complete a separate application from for each post that a Market Supplement is required for.

Part A - General Information about the post – to be completed by the Manager.		
1	Title of post for which a supplement is required	Mechanical Inspector
2	Posts Reference Number	L000012095 L000003171
3	Current grade of post and salary range	SO1/2 £28K - £32,964
4	Proposed amount of Market Supplement	£10,000
5	Date job description last reviewed / evaluated	30-10-2015
6	Service Area	Housing Property Services
7	Department	Capital Programme Delivery Team
8	Section / Unit	Mechanical & Electrical Team (aka M and E team)
9	Is this a stand alone application or part of a group application? If part of a group application, please give all the other post reference numbers and job titles for which a separate application is / has been made.	<p>Group Application</p> <p>Mechanical Inspector posts x 2</p> <p>L000012094 L0000120XX</p> <p>In addition, applications are also being submitted for the following posts within the Mechanical and Electrical Team:</p> <p>Group Leader Mechanical and Electrical team x1 Senior Mechanical Engineer x1 Senior Electrical Engineer x1 Electrical Engineers x3 Mechanical Engineer x3 Electrical Inspectors x2 Lift Engineer</p>
10	Name of Manager making the application	Garrett McEntee
11	Designation	Technical Services Manager
12	Date of application	15/12/2015



Part B – Business Case for a Market Supplement - to be completed by the Manager	
<p>13</p>	<p>Is the supplement required to retain an existing employee or to recruit a new employee into a post?</p> <p>The supplement is required to in order to recruit full time employees into existing posts.</p>
<p>13a</p>	<p>What is the anticipated detrimental impact on the operation of the council and its services of failing to recruit to, or retain, a suitable employee in this post?</p> <p>The Mechanical Inspectors' role is very much quality assurance and inspecting and checking the work of contractors undertaking large scale repair and/or replacement work to mechanical plants serving the Council's housing estates. This includes heating systems, (both domestic and communal boilers), hot water systems, communal ventilation systems, some cold water systems e.g. communal water tanks, and water pumps. All of our residents including vulnerable residents rely daily on this equipment functioning correctly, safely and efficiently. It is the responsibility of the mechanical inspectors to ensure all work carried out meets with the Council's specifications of work and complies with all relevant codes of practice and regulations. This is very specialised work and requires a high degree of technical expertise and knowledge to ensure major plant failure is avoided. .</p> <p>Failure to recruit to these posts risks failing to inspect essential services to our residents. Where heating and hot water fail enormous inconvenience is caused to residents, in the worst case scenario, where vulnerable residents are concerned there is a real risk of mortalities.</p>
<p>13b</p>	<p>What alternatives have been considered to a market supplement (e.g. use of agency staff)?</p> <p>There are currently 2 vacant Mechanical Inspectors' posts in the Mechanical team Both filled with agency staff, to whom we are paying more than the equivalent SO1/2 salary. We are keen to build some stability in the team and see the benefits of permanently filling these posts so as to ensure long term continuity, reliability, loyalty and have staff we can realistically rely upon, invest in, in terms of training and hopefully have inspectors who are happy to provide mentoring (formal and informal) when are graduate trainee scheme is up and running.</p>
<p>13c</p>	<p>Provide details of the outcome of previous attempts to recruit to this post and/or difficulties in retaining employees in the post due to its remuneration, including exit interview information:</p> <p>The Capital Programme Delivery team undertook a large and very well publicised recruitment exercise in 2014 with assistance from Jobs Go Public. Amongst other vacancies within the Capital Programme Delivery team 9 M&E posts were advertised, two of which were Mechanical Inspectors' posts.</p> <p>The recruitment exercise using Jobs Go Public failed to identify suitable candidates for 6 of the 9 posts advertised for the team.</p> <p>Short listed candidates were unable to demonstrate the requisite, attitude,</p>



experience, skills and/or abilities during interviews to fulfil the requirements of the post. As this is a customer facing job we were keen to find staff who were not only technically able but also who possessed a willingness to provide excellent customer care, this proved very difficult .

The range of skills that we require for these posts (technical knowledge and ability along with project management skills, design experience and interpersonal skills) combined with the current remuneration and general technical skills shortage in the industry has resulted in making the posts almost impossible to recruit to. Recent articles in the press have highlighted Engineering posts as one of the top ten most difficult posts to recruit to. (Appendix A)

13d Supply evidence of steps taken to maximise the attractiveness of this role and the likelihood of recruiting to it:

As part of our large recruitment drive in 2014 Jobs Go Public set up a special microsite for all our roles which was used to highlight the attractions of working for Islington Council such as the Council’s commitment to training, flexible working conditions, attractive pension; and discounted gym membership.

As a result of the disappointing recruitment exercise we sought informal advice on pay scales, benefits annual leave etc. from private consultancy companies. It became evident that many private sector employers offer a higher base salary to inspectors in equivalent posts and in addition provide numerous valuable benefits, such as car allowance, private medical care, paid professional fees and more to their employees . (Appendix B – Salary Evidence)

13e Provide detailed information about the local labour market relevant to this post using specific comparator jobs or survey information:

Source :
Hayes 2016 Salary Survey Guide

	Salary:	Typical
Project Engineer	35000-50000	44000

13f Provide information to cover at least 3 comparator roles and include the job descriptions (including management span and budget responsibilities), person specifications and overall remuneration and benefits package (including annual leave entitlement and other benefits) of roles cited as comparators:

Employer/agency	Published salary	Job title	Mgt Span	Budget	Benefits
Hays	£35k to £50K	Mechanical Clerk of Works	0	0	None mentioned
Indeed	£30K to £35K	Mechanical Inspector	0	0	25days leave + bank

					holidays, pension, life assurance
Total Jobs.com	£35k to £45K	Clerk of works			Mentions benefits but is not specific

These roles were not advertised with full jobs descriptions and person specifications. The adverts were inviting those interested to submit their CV or phone for a discussion. Salaries on offer were however consistent with that advertised in the Hays Salary Survey.

The term "Clerk of Works" is synonymous with "Inspector" in this context.

13g The amount and the calculation of the proposed supplement based on the median of the comparators used:

£50K, £35K, £45K,

The median salary for the above posts is circa £43k

The maximum pay scale Islington currently offers is £33K, (following job evaluation). This would indicate a market supplement of £10K

It is thought that new Engineering Inspector staff could be attracted to the post if we were able to offer a salary supplement up to £10K.

13h Confirmation that the cost of the market supplement if applied can be met from the service's existing budget:

This application is part of a group application involving 14 posts. If all salary supplements that have been applied for are agreed and all post holders are paid at the top of the spinal column associated with their post, then the strain on the staffing budget will be £62K.. The detail behind this figure is contained within an attached table.

This figure has been calculated using the estimated total salary costs for permanent staff (contained in an attached table provided by Finance Dept.), plus the annual salaries for temporary staff, (calculated by multiplying hourly rates by 35(hours) x 48(weeks). This has been taken as the starting point i.e. the amount being paid for staff at the moment. Replacing all agency staff with permanent staff results in a saving, however, when salary supplements are added the result is a £62K over spend. Averaged over 14 posts amounts to approximately £4,500 per post.

	<p>There are however improvements to service anticipated to justify this expenditure: primarily the replacement of agency staff with permanent staff will result in higher calibre of staff (having satisfied a far more rigorous recruitment exercise), will be loyal to the organisation and will provide stability to the team. Investing in training will be more worthwhile.</p>
14	<p>Specify how the department will resist an equal pay / equal values challenge:</p> <p>The posts included in this "joint action" are all within the Capital Programme Delivery team, which is a team of approximately 70 members of staff, 65 of whom hold high level technical qualifications and carryout technical and professional services for Islington (Building surveyors, Architects, Quantity Surveyors, Clerk of Works), some are members of highly regarded professional bodies, such as RIBA (Royal Institute of British Architects), RICS (Royal Institute of Chartered Surveyors) and CIOB (Chartered Institute of Building). Islington is lucky to have retained a technical team, (most other London Boroughs rely almost entirely on building consultants to maintain their buildings and housing stock). There are many advantages to having an in-house team (the economic, efficient and sympathetic restoration of Rollit Housing being a case in point, design work, specifications, tendering, contract administration being carried out entirely using in house personnel). However, the job evaluation system used by Islington hardly recognises the difference in skill levels between a job that requires high level technical achievement and another job that does not.</p> <p>All of the above mentioned building professionals are employed in a vast array of jobs in private practice and private consultancies and so when recruiting to our posts we have to compete with this industry. The building industry is currently very buoyant, salaries plus benefits being paid externally are far higher than those offered by Islington Council.</p> <p>The mechanical and electrical engineering staff's salaries are currently at crisis point, hence this application, however the very low comparable salaries across all technically qualified staff within Capital Programme Delivery team and elsewhere within Housing Property Services is an issue . Further requests for salary supplements are likely to follow.</p>
15	<p>The payment of a market supplement is for a maximum of 12 months and must be reviewed on a regular basis to ensure that the conditions are still relevant. Specify how you will review the payment:</p> <p>Market forces in terms of job advertisements will be analysed by the Mechanical and Electrical Group Leader on an ongoing basis but will report more formally on an annual basis to the Head of Service in order to ascertain whether it is still appropriate to pay a market salary supplement.</p>

Part C Support from the Corporate Director / Assistant Chief Executive			
16	Application Supported by:	<i>Sean Houghton</i>	
17	Signature:		
18	Job Title:	Corporate Director Finance & Resources	
19	Section / Department:	Finance and Resources - <i>HASS</i>	
20	Date	<i>3/5/16.</i>	Extension

Please send completed form to your HR Business Partner for final sign off

Part D – Authorisation by HR, Finance and the Chief Executive		
21	Comment – Head of Human Resources	Date:
22	Comments - Finance	Date:
23	Signed – Chief Executive	Date

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Mechanical Clerk of Works

Mechanical Inspector / Clerk of Works for London based Design Consultant - £35k to £50k

The job will be working for a forward-thinking organisation who value their employees and their career development by investing in their future through training and mentorship. They provide expert design for some of the best residential and commercial projects in London and the East which is demonstrated in their commitment to develop sustainable buildings. This commitment is exemplified by the fact that their senior staff members are currently undertaking doctorates and post-graduate degrees in green technology.

The role will require somebody with excellent knowledge of the British building regulations with particular expertise in mechanical and public health services. You will have vast experience in client facing roles and be able to build rapport with contractors and clients to ensure a constant stream of repeat business. Your role will involve managing the M&E on around 6 sites at one time, working alongside an electrical inspector to understand and implement design philosophies on site. You will review installation quality, snagging and ensure the specifications are being followed by reviewing contractor documentation. You will undertake pre/post installation and commissioning inspections during new build, replacement and upgrade programmes to housing and commercial projects across London, Cambridge and the South East. The role will involve close liaison with the main developer client, contractors and construction administrators.

The role will require you to be able to set your own diary and work autonomously, you will be required to visit the London office once a week however other than that it will be site/home based. Close working and co-ordination with our M&E design teams is essential, as is document management, record keeping and inspection process delivery. A working knowledge of renewable

technologies and electrical services integrated with mechanical services will be advantageous to the role

[Apply Now](#)

Summary

Job Type

Permanent

Industry

Construction

Location

London

Specialism

Construction and Property

Pay

£40k plus

Ref:

2671227

[Apply Now](#)

Talk to a Consultant

Talk to **Ben Styles**, the specialist consultant managing this position, located in **Victoria**

Ebury Gate, 23 Lower Belgrave Street, London, SW1W 0NT

Telephone: [0207 259 8760](tel:02072598760)

Share Job

Similar jobs to Mechanical Clerk of Works

1. [Intermediate / Senior Mechanical Design Engineer](#)

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Kent

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Global Engineering giant in Mechanical Design recruitment drive

London

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Mechanical Inspector (1455)

Add Resource and Labour - London
£35,000 a year

Mechanical Inspector
Add Resource and Labour - London
£30,000 - £35,000 Base (depending on experience)
Monday to Friday
25 days holiday + Bank holidays + Pension + Life Assurance

The Company....

This well renowned Company is looking to recruit a Mechanical Inspector to assist the successful team in coping with an ever increasing demand of their products and services.

In return you can expect an excellent package and to receive ongoing support as well as training and development to ensure you maintain the company's high standards.

To apply for this position, you must have....

1) Strong experience gained as a Mechanical Inspector
ESSENTIAL

Candidates suitable for this position can live anywhere in the following locations....

- Banstead
- Borehamwood
- Camberwell
- Cobham
- Dartford
- East London
- Epsom
- Grays
- Gravesend
- Greenwich
- Hammersmith
- Kensington
- Kentish Town
- Lambeth
- Lewisham
- Merton
- Mitcham
- Morden
- North London
- North West London
- Potters Bar
- Richmond
- South Croydon
- South London
- South West London
- South Ockendon
- South Oxney
- Staines
- Swanley
- Tooting
- Waltham Abbey
- Watford
- Wandsworth
- West London
- Weybridge

Salary: £35,000 00 /year

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Quality Inspector
Antai International - London
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Mechanical Fitter/Assembly Engineer (1440)
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Clerk of Works

Apply on your phone

London, South East

£35k - 45k per year + benefits package

Flagship Consulting (/jobs-at/flagship-consulting/jobs)

Permanent

Posted 17 days ago



Clerk of Works required to work for a leading Consultancy based in London.

at/flagship-

Client Details

The client is a leading, multi discipline Consultancy with 10 offices across the UK. Projects are predominately Public Sector based working on some of the UK's leading framework agreements.

consulting/jobs)

Description

The Clerk of Works position based in London will include:

- Making sure that work is carried out to the acceptable standards, specification, correct materials, workmanship and schedule.
- Checking works against relevant drawings, specifications and written instructions, checking them and using them as a reference when inspecting work.
- Taking measurements and samples on site to make sure that the work and the materials meet the specifications and quality standards.
- Being familiar with legal requirements and checking that the work complies with them.
- Having working knowledge of health and safety legislation and bringing any shortfalls observed to the attention of the Senior PM
- Have a sound understanding of Mechanical and Electrical.
- Liaising with Contractors

Profile

To be considered for this role you must have previous exposure to working as a Clerk of Works either for a Consultancy or Main Contractor.

This role can be based in Hounslow or Central London.

For more information please contact Tom Evans in confidence on.

Alert me to new jobs like this:

Clerk of Works in London + 10 miles

Email address:

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London, Middlesex
£35k - 45k per year + benefits package

M&E Clerk of Works

(/JobSeeking/M&E-Clerk-of-Works_job64913927?r=2-JobDetailsPage)

South West London (SW17)
£25.00 - £30.00 per hour

Clerk of Works

(/JobSeeking/Clerk-of-Works_job65043042?r=3-JobDetailsPage)

South East London (SE1)
£30,474 - 38,000 per year

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**EMPLOYMENT
INSIGHTS
FOR A
COMPETITIVE
MARKET**

CONSTRUCTION, ENGINEERING & PROPERTY BUILDING SERVICES

Contractors

London	£ Range	£ Typical
Director	70,000-100,000	85,000
Senior Contracts Manager	50,000-70,000	60,000
Contract Quantity Surveyor	45,000-75,000	55,000
Project Manager	50,000-65,000	60,000
Project Engineer	35,000-50,000	44,000
Estimator	45,000-60,000	50,000
CAD Technician	30,000-45,000	36,000

South East England	£ Range	£ Typical
Director	60,000-75,000	67,000
Senior Contracts Manager	50,000-60,000	55,000
Contract Quantity Surveyor	50,000-65,000	53,000
Project Manager	50,000-60,000	55,000
Project Engineer	32,000-40,000	36,000
Estimator	45,000-55,000	49,000
CAD Technician	28,000-35,000	31,000

East of England	£ Range	£ Typical
Director	50,000-70,000	55,000
Senior Contracts Manager	45,000-58,000	49,000
Contract Quantity Surveyor	30,000-40,000	37,500
Project Manager	38,000-55,000	45,000
Project Engineer	30,000-40,000	35,000
Estimator	32,000-45,000	40,000
CAD Technician	22,000-26,000	24,000

South West England	£ Range	£ Typical
Director	50,000-58,000	55,000
Senior Contracts Manager	45,000-50,000	45,000
Contract Quantity Surveyor	38,000-45,000	40,000
Project Manager	40,000-45,000	45,000
Project Engineer	35,000-45,000	35,000
Estimator	35,000-45,000	38,000
CAD Technician	25,000-30,000	28,000

Wales	£ Range	£ Typical
Director	52,000-60,000	53,500
Senior Contracts Manager	40,000-50,000	46,000
Contract Quantity Surveyor	34,000-44,000	38,500
Project Manager	37,000-42,000	40,000
Project Engineer	28,000-35,000	34,000
Estimator	30,000-37,000	35,000
CAD Technician	24,000-34,000	26,500

West Midlands	£ Range	£ Typical
Director	55,000-70,000	58,000
Senior Contracts Manager	40,000-55,000	48,500
Contract Quantity Surveyor	33,000-40,000	38,000
Project Manager	35,000-50,000	42,000
Project Engineer	30,000-40,000	36,000
Estimator	28,000-40,000	38,000
CAD Technician	22,000-32,000	26,000

East Midlands	£ Range	£ Typical
Director	47,000-57,000	52,000
Senior Contracts Manager	43,000-55,000	44,000
Contract Quantity Surveyor	40,000-45,000	40,000
Project Manager	40,000-46,000	43,000
Project Engineer	30,000-38,000	34,500
Estimator	35,000-45,000	40,000
CAD Technician	25,000-30,000	27,500

Yorkshire and the Humber	£ Range	£ Typical
Director	55,000-60,000	56,000
Senior Contracts Manager	34,000-43,500	37,000
Contract Quantity Surveyor	30,000-40,000	35,000
Project Manager	40,000-57,000	43,000
Project Engineer	30,000-40,000	32,000
Estimator	25,000-35,000	33,000
CAD Technician	21,000-26,500	24,000

CONSTRUCTION, ENGINEERING & PROPERTY BUILDING SERVICES

Consulting

London	£ Range	£ Typical
Director	80,000-100,000	85,000
Associate	60,000-75,000	68,000
Senior Design Engineer (M&E)	50,000-65,000	55,000
Intermediate Design Engineer (M&E)	32,000-40,000	38,000
Junior Design Engineer (M&E)	24,000-30,000	28,000
Revit/BIM Technician	40,000-55,000	41,000
CAD Technician	30,000-38,000	34,000
Professional Quantity Surveyor	45,000-70,000	60,000
Sustainability Consultant	50,000-60,000	55,000

South West England	£ Range	£ Typical
Director	52,000-65,000	55,000
Associate	48,000-60,000	51,000
Senior Design Engineer (M&E)	40,000-50,000	45,000
Intermediate Design Engineer (M&E)	30,000-40,000	35,000
Junior Design Engineer (M&E)	24,000-28,000	25,000
Revit/BIM Technician	30,000-40,000	35,000
CAD Technician	25,000-30,000	28,000
Professional Quantity Surveyor	40,000-50,000	45,000
Sustainability Consultant	40,000-50,000	45,000

South East England	£ Range	£ Typical
Director	62,000-72,000	67,000
Associate	52,000-60,000	56,000
Senior Design Engineer (M&E)	45,000-55,000	51,000
Intermediate Design Engineer (M&E)	30,000-35,000	32,000
Junior Design Engineer (M&E)	26,000-32,000	28,000
Revit/BIM Technician	35,000-42,000	38,000
CAD Technician	28,000-34,000	31,000
Professional Quantity Surveyor	55,000-65,000	57,000
Sustainability Consultant	40,000-45,000	42,000

Wales	£ Range	£ Typical
Director	52,000-57,000	53,500
Associate	40,000-52,000	50,500
Senior Design Engineer (M&E)	38,000-45,000	43,500
Intermediate Design Engineer (M&E)	28,000-35,000	34,000
Junior Design Engineer (M&E)	22,000-25,000	23,500
Revit/BIM Technician	30,000-35,000	34,000
CAD Technician	23,000-28,000	27,500
Professional Quantity Surveyor	34,000-42,000	38,000
Sustainability Consultant	38,000-45,000	41,500

East of England	£ Range	£ Typical
Director	50,000-70,000	61,000
Associate	50,000-65,000	51,000
Senior Design Engineer (M&E)	34,000-55,000	45,000
Intermediate Design Engineer (M&E)	30,000-40,000	35,000
Junior Design Engineer (M&E)	17,500-25,000	23,000
Revit/BIM Technician	28,000-37,000	30,000
CAD Technician	25,000-37,000	28,000
Professional Quantity Surveyor	40,000-50,000	45,000
Sustainability Consultant	40,000-60,000	48,500

West Midlands	£ Range	£ Typical
Director	55,000-65,000	60,000
Associate	48,000-55,000	50,000
Senior Design Engineer (M&E)	38,000-45,000	42,000
Intermediate Design Engineer (M&E)	25,000-32,000	28,000
Junior Design Engineer (M&E)	18,000-22,000	21,000
Revit/BIM Technician	26,000-34,000	29,000
CAD Technician	23,000-30,000	26,000
Professional Quantity Surveyor	32,000-43,000	38,000
Sustainability Consultant	38,000-46,000	43,000

ISLINGTON COUNCIL

JOB DESCRIPTION

Ref No:

Grade SO1/2

POST TITLE

Inspector – Mechanical

RESPONSIBLE TO

Senior Mechanical Engineer– as directed

INTRODUCTION

The Inspector – Mechanical will be responsible for supporting the team and the group leader in statutory and professional accountabilities and service deliveries.

The Inspector – Mechanical shall be committed to work to the Islington Council's core principles and key aims.

PRIMARY JOB FUNCTION:-

- 1 The key responsibility of the Mechanical Inspector will be to ensure all aspects of mechanical works carried out on site by contractors meet the exacting requirements of the project technical brief/specification and drawings.
- 2 The Mechanical Inspector must maintain detailed diaries and site notes on a daily basis .
- 3 The Mechanical Inspector shall establish and maintain good channels of communication with client officers, contractors, residents, colleagues and any other stakeholders.
- 4 Undertake adequate site inspection and monitoring on all projects assigned covering for colleagues from time to time, as appropriate.
- 5 Assist with the preparation of project reports for Committees, Area forums, Working Parties, Client Organisations, Tenant Associations and external agencies. Provide effective liaison and attend such meetings as required to maintain adequate communication.
- 6 Provide the highest standard of on-site quality assurance and audit inspection. Provide relevant information and advice to ensure budget control and contract management are achieved on all projects and contracts, paying particular attention to Health and Safety, Contractual Obligations, Contractor Performance, Client Satisfaction and Maintenance Implications.
- 7 Provide on-site inspection of engineering installations and equipment and, advise/report on related condition and appropriate remedial works where necessary in the prescribed format.

February 2014

- 8 Assist the team and Group Leader in providing advice and guidance as appropriate concerning on-site engineering solutions, specifications, maintenance requirements, estimates, selection of materials and equipment and inspection regimes etc.
- 9 Ensure that work is in accordance with the relevant standards, statutory regulations.
- 10 Provide on-site survey information in order to assist in the preparation of scheme drawings, specifications and contract documents.
- 11 Ensure effective briefing, direction and liaison is provided. Assist in examining schemes for feasibility, viability and for adherence to Islington Council standards, policies and practices.
- 12 Liaise as directed with consultants, statutory undertakings and other relevant organisations.
- 13 Inspection and testing of completed projects, preparation of schedules of defects, checking of remedial works and completion of appropriate records/certificates for internal use.
- 14 Advise on the appraisal, selection, appointment and performance of contractors and sub-contractors.
- 15 Take responsibility for supervising contractors on small remedial works projects as directed by the Senior Engineer. Ensure that services are provided in accordance with Islington Council's commitment to "Best Value" and high quality service provision to service users.
- 16 Ensure compliance with Health and Safety legislation, including CDM regulations, and Islington Council's Health and Safety policies.
- 17 Provide support and assist others to use information technology systems to carry out duties in the most efficient and effective manner.
- 18 At all times to carry out responsibilities and duties within the framework of Islington Council's Dignity for all Policy.
- 19 To perform any other reasonable, minor and non-recurring duties, appropriate to the post as many be directed.
- 20 Recruitment to this post is subject to satisfactory disclosure through the Criminal Records Bureau.

The title of the post to which the individual will normally report to is:

Senior Mechanical Engineer

Signed: _____

Date: _____

ISLINGTON COUNCIL

PERSON SPECIFICATION

Department **Property Services** **Section/Division** **Electrical services**

Designation **Mechanical Inspector** **Ref Number**

Grade **SO1/2** **Hours** **35 per week**

Requirement		Essential
Education and Experience	SO1/2	HNC in building services Engineering or equivalent with practical experience. <u>Or</u> A recognised apprenticeship or training programme with subsequent general experience of Building Services Engineering.
Knowledge / Skills and Abilities		<ol style="list-style-type: none"> 1. Must be able to demonstrate experience and knowledge of mechanical services engineering systems, planned maintenance, repair and refurbishment. 2. Ability to communicate, both verbally and in writing, with other members of staff within the office, other council departments, area offices, working parties, external clients and agencies, councillors and committees, tenants, contractors and consultants. 3. Ability to write technical reports. 4. Must be able to investigate and recommend solutions to service engineering design and maintenance related technical problems. 5. Ability to plan and deliver small projects within budget and within time. 6. Ability to contribute to budget preparations, to monitor and control costs and to ensure that services are provided

	<p>in a cost effective and competitive manner in accordance with quality plans and within a framework of Best Value.</p> <ol style="list-style-type: none">7. Ability to assist with staff training, development, welfare and safety of staff within the service.8. Ability to supervise work in progress.9. Ability to liase with other members of the design and /or maintenance team.10. Knowledge of services engineering design and specification, project management and planned maintenance programmes.11. Ability to provide on-site inspection of engineering installations and equipment.12. Knowledge of services engineering Statutory Regulations, Codes of practice, and British Standards.13. Knowledge of engineering forms of contracts.14. Ability to attend evening meetings.15. Ability to operate within agreed fee levels and time allocations.16. Ability to advise on the appraisal, selection, appointment and monitoring of contractors and sub-contractors.17. Ability to undertake supervisory responsibilities within the context of the Dignity for All policy18. Ability to deliver services to the public within the DFAP framework.
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ES Jobs

Poor image hits public sector hiring

The buoyant jobs market is making a switch from the public to private sectors an attractive prospect. However, poor perception is deterring many from joining the public sector and making it harder for those leaving to find jobs in commercial firms. What can be done about the image problem, asks Niki Chesworth

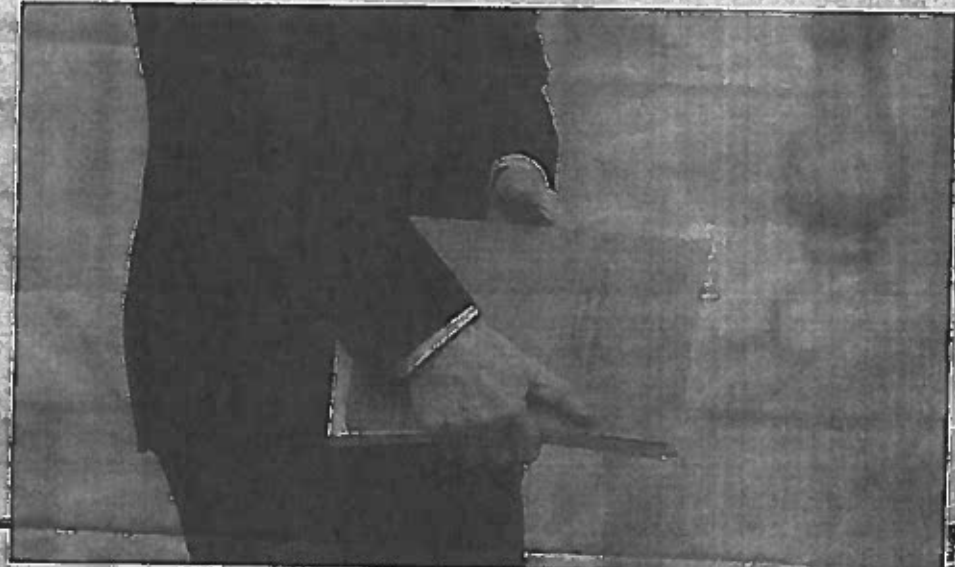
NEARLY two-thirds of public sector organisations are having recruitment difficulties. Although only one in 10 has had to cut vacancies – less than in the private sector – the public sector is struggling to find sufficient quality candidates to fill the vacancies, according to the Chartered Institute of Personnel and Development (CIPD).

Cut to business, cuts on pay and the prospect of higher budgets – and therefore job losses – make it hard to attract candidates who have no shortage of better prospects with better prospects to choose from in the private sector. However, the most common issue reported face was poor perception of the public sector, it is the poor perception of the public sector, according to a CIPD survey.

Some 80,000 to 100,000 public sector workers are expected to lose their jobs over the next five years following the Chancellor's recent spending review. However, the cuts could be in excess of the Office for Budget Responsibility suggesting public sector employment could fall by as much as 400,000 by 2020. This is on top of the 450,000 workers who have been made redundant from the sector since 2008.

In London, the decline has been relatively small – only a 100 per cent drop in public sector employment over the past five years. So perhaps the perception of the public sector as "not open for hiring" is wrong in the capital. The other perception that the public sector is low-paid is also not entirely true.

A report from Outlook Group, the outsourcing specialist, recently found that pay is typically highest in the public sector – private sector wages are typically around 85 per cent of those in the public sector (although this is not



a like-for-like comparison) because the public sector includes highly skilled degree-level occupations, such as doctors and teachers, while the private sector has some of the lowest paid occupations, such as bar and restaurant staff, hairdressers and cashiers.

HOW TO LEAVE

"As a whole, the private sector does not actively seek candidates from the public sector, so it can be a challenge making the move," warns David Caldicott, director at recruiters Hays.

"Although I do not think it is entirely true that the public sector is entirely focused on process and the private sector on outcome, it is important to address these misconceptions when applying for a role."

"If you are applying for a job in the private sector, remember what the employer is seeking and be very clear about what you have achieved, not just what you have done – talking about these achievements in a way that is relevant to the private sector."

"The common thinking about how you can a better occupation, productivity, rather than managing stakeholder involvement. If you cannot express your achievements in this way, the employer may think you will struggle to make the change to the private sector."

In addition to achievements, Caldicott advises candidates to focus on their transferrable skills and once again, the ones relevant to the private sector.

"Doing well in a different application process can also be a challenge. 'In the public sector, there tends to be a lengthy and very structured application process but this is rarely the case in the private sector,' says Caldicott.

"Public sector candidates often want to be employed that they have done throughout their career, but in the private sector, there are often no set forms and CVs are much shorter. So detail what is important into just two pages. Without structured forms, you also need to tailor your application to the job – to reflect the words that are in the advert to show that you meet the requirements."

The other issue is that the private

sector candidates lack "adaptability, dynamism and commercialism".

"Private sector employers may doubt you have these skills if you have spent your entire career in one organisation," says Caldicott.

"So you may have to educate the employer as to how large and complex that organisation is. Many local authorities are the equivalent of a £135-200 business and you may have done a number of different roles in different departments, so articulate this clearly. The most applies to commercial organisations are:

"Finally, the aspect of your CV that could clinch you the role is the fact that you may have far more strategic experience compared to those at a comparable level in the private sector. One of the advantages of budget cuts and recruitment freezes is that those working in the public sector often work on

Tough decision
It is forecast the up to 100,000 public sector workers could lose their jobs following the Chancellor's spending review but the decision has been privately agreed London

big projects in terms of money, they have more experience and can parlay this into a more senior role in the equivalent role in a commercial organisation."

SHOULD I GO THE OTHER WAY?
"Do not discuss roles in the public sector," says Caldicott. "The initial discussion people make is that they look at the public sector as a step back when in fact it is a step up of different organisations. Many of these are dynamic and there are a lot of incredibly intelligent individuals working in the public sector."

"However, the things that might make a public sector role an attractive proposition are: it is an exciting time to join as there is a lot of change; you can make a real difference to people's lives; and you may be able to get greater strategic experience and faster promotion because organisations are having to be leaner.

"Do not be deterred by the long recruitment process and think you will be stuck in a dead-end job. In fact, you will generally be better off in a permanent job."

"Finally, you could be a disaster. It is only part of the story public sector organisations need to tell. There are other benefits, such as pensions, the

TOP TEN ROLES DIFFICULT TO FILL

- Health and Development
- Engineers
- Information Analysts
- Nurses
- Sales and Marketing
- Doctors

- Public Health Professionals
- Academic Researchers
- Chartered Accountants
- Retail Assistants
- Accountants/Finance

source: cipd

'Endemic' leaveism a threat to productivity and mental health

WORKERS' leaveism – the practice of taking holiday instead of sick leave when you are ill, copying annual leave to complete work at home that cannot be finished during normal working hours – is now being widespread in the public sector.

For example, three-quarters of

police officers admitted they had taken annual leave instead of reporting in sick or leaving work unfinished.

Professor Sir Cary Cooper, of Manchester Business School, who co-edited the paper on leaveism, says that the police are likely to be a bellwether for the public sector as a

result of budget cuts and employee discontent. He is calling for a change in government policy to encourage productivity in the public sector. He says it is allowing local authorities to spend less on welfare as employees reach work satisfaction could lead to increased

productivity. Presentism is adding to the problem, with almost a third of employees admitting going to work despite being ill. This is now costing the UK economy twice as much as absenteeism, according to Professor Cooper, and is also being rapidly, with three in 10 employees

reporting an increase in their own mental health problems. The fact that a third of employees were found to be nearly twice as likely to take a day in stress-related absence, and more than twice as likely to report an increase in mental health problems among staff.