


Role Title	Senior Architect				 <b>FCDO Services</b>	
Job Family	Property and Construction	Sub Category	Architecture	Grade		TPB6
Behaviours	<div><div>• Making Effective Decisions</div><div>• Making Effective Decisions</div><div>• Managing a Quality Service</div></div>					
Purpose	Provide specialist input and design advice on medium to large architectural works in a range of worldwide project.					
Key Accountabilities						
<div><div><div>• Engage with clients and project sponsors to develop their brief and project requirements on small works or work packages to provide specialist knowledge where appropriate</div><div>• Lead the day to day design, management &amp; implementation of medium to large projects to ensure timely delivery of projects within project fee budgets</div><div>• Provide professional design and technical advice on architectural works to assist customers and stakeholders</div><div>• Provide architectural &amp; production information input to new build and refurbishment schemes</div></div><div><div>• Prepare design &amp; tender drawings and specifications to meet procurement contract requirements</div><div>• Assist the Project Manager and / or FCDO Services Customer Contact Centre in developing fee proposals for project based work to develop accurate project fee budgets</div><div>• Coach and mentor less experienced staff in the team to build team capabilities</div><div>• Manage own time through accurate time recording returns and cover for the Head of Section when required</div></div></div>						
Authority and Scope		Internal and External Communications		Potential Next Career Moves		
<div><div>• Lead and Principal Designer on medium to large construction and refurbishment projects (typically £1m to £180m) through all stages of a project cycle from inception through design, tendering, on site supervision and completion</div><div>• Peer Review of RIBA drawings and specifications</div><div>• Travel worldwide including to fragile states. Travel to conflict zones by agreement</div></div>		<div><div>• Project Board, stakeholders and end users to capture requirements and to present designs and revisions</div><div>• Other PSC teams to gain input to design as needed</div><div>• External contractors for quotes and input to design</div><div>• Liaise with Overseas Security Managers and Technical Works Supervisors/Officers to incorporate their requirements into any design</div></div>		<div><div>Next Level</div><div>Head of Section, Architecture and Interior Design</div><div>Current Level</div><div>Current Role</div></div>		
Skills		Qualifications, Knowledge and Experience				
<div><div>• Draft/author professional/technical documents</div><div>• Analyse, interrogate and evaluate data</div><div>• Site Surveys</div><div>• Contract Management policies and processes</div><div>• Developing RIBA stage 0-2 Concept Designs</div><div>• Coordinating and producing RIBA stage 3 &amp; RIBA stage 4 drawings &amp; specifications</div><div>• Professional RIBA stage 1-2 Feasibility report writing</div></div>		<div><div>Essential</div><div><div>• ARB Registered Architect with significant post qualification experience</div><div>• Substantial experience as an Architect on a range of sizable new build and refurbishment projects</div><div>• Experience of working on projects across the project lifecycle. Must be able to demonstrate experience on projects across all RIBA stages 0-7</div><div>• Current UK building Regs and Health &amp; Safety legislation knowledge</div><div>• Design Software: NBS, AutoCAD, REVIT, etc., Microsoft suite: Word, Excel and Project</div></div></div>		<div><div>Desirable</div><div><div>• Specialist knowledge in sustainability</div><div>• Prior experience in the security sector</div><div>• Foreign language skills</div><div>• Ability to embrace working in difficult locations</div><div>• Knowledge of NEC contract &amp; design &amp; build procurement</div><div>• Photoshop</div></div></div>		