

Role specification.

Role Title: Development Monitoring Director (DMD)

Region(s)	National coverage - home based
Reports to	National Commercial Director
Contact	hr@assetzcapital.co.uk
Salary	Dependent on experience, plus car allowance and other benefits.

Role Purpose

Development Monitoring Director (DMD) is a newly created role further to evolve the effectiveness of our development loan book monitoring, whilst at the same time giving valuable time back to the Origination Team/Relationship Directors for other responsibilities by reducing their required frequency of site visits undertaken as additional due diligence alongside regular reporting by an external MS.

You will be a highly motivated RICS qualified surveyor, with direct experience of providing monitoring services to banks and other financial institutions engaged in providing development funding. You will work closely with both the Relationship Teams and our Credit/Risk Management teams.

In collaboration with these business functions, you will help to identify the key risks and focus areas to create a structured reporting framework and checklist for the site visits you will undertake, thereby providing a robust programme of oversight for our substantial and growing book of active property development loans.

As a brand ambassador of Assetz Capital, you will support the ongoing business relationship to ensure we remain the first port of call for the developers' future scheme funding requirements, whilst also being uncompromising in your critical review of the project to ensure we are on track to ensure timely completion to the appropriate standards and within budget.

Your rigorous controls and checks will provide a level of quality control over the standards of reporting by the third-party service providers (educating the third-party providers on our requirement if needed), and crucially provide early warning of potential risks with guidance and recommendations on how these risks should best be managed. The role would extend to the review of MS reports/tranche drawdown requests and supporting the Relationship Director/Credit on the resolution of problem situations.

Other core responsibilities will include support for the development of lending policies, professional instruction letters, assessing the ongoing adequacy and quality of our MS panel, and expert review of challenging cases through to overseeing development work-out if required. With extensive experience as a building or quantity surveyor, construction project management and cost management, this knowledge will be further utilised to support the personal development of colleagues via your support for the Assetz Academy.

With our UK coverage you can expect to travel extensively visiting our development sites.

Responsibilities

- In collaboration with Credit and Relationships, to help identify the key risks and focus areas to provide a structured framework for the review and reporting on site visits.
- Assume full responsibility for undertaking the site visits within agreed geographic areas
- Assess the quality of reporting by third party monitoring surveyors, interact with them for enhancements where required, and report back on suitability for ongoing panel status where deficiencies are identified/are not being corrected.
- Pay particular attention to compliance with planning, this to include discharge of conditions, adherence to approved materials and finishes with structures erected to the correct scale and in the right position
- Additional due diligence on application of funds released where appropriate
- Ongoing to work with the Relationship Teams, Credit and Risk Functions and our Legal Teams in the refinement and development of professional instruction letters, loan documentation, security/comfort suite such as collateral warranties, and advise on statutory compliance matters.
- Complete overview progress reports on each visit and ensure that both Credit and Relationships are alerted to anything of note.
- Provide support as required with colleague skills development both as part of the Assetz Academy and as may be requested by the National Commercial Director/business leadership. This may involve hands on support, accompanied site visits or formal presentations to large groups.
- To carry out any other duties which fall within the broad spirit, scope, levels and purpose of this job description.

Skills and knowledge

Essential Skills:

- RICS member
- Demonstrable surveying/monitoring experience gained in a construction environment
- Ability to work effectively and responsibly without close supervision, prioritising work effectively, able to communicate effectively and clearly.
- Must be of strong character with an ability to ask challenging questions whilst also maintaining good relations. Take nothing on face value – gather evidence.
- You must be open minded, but solution minded.
- You must always act in a reasonable manner
- Ability to manage multiple caseloads and manage time and engagement appropriately.
- UK full driving license and ownership of appropriate car.

Desirable Skills:

- Be able to think laterally and outside the box as required.

Benefits

- 25 days holiday, rising to 27, plus statutory bank/public holidays.
- Birthday Leave
- Flexible Working Hours
- Pension Scheme
- Healthcare benefits
- Life cover
- Staff Share Pool Bonus Plan
- A relaxed and committed environment supported by an enthusiastic team

Main Office

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