

Project Manager

Our vision is to create communities where everyone has a safe home in a place where they're proud to live. We're big and we're local. Residents are at the heart of all we do and we use our size to influence positive change in the areas where we operate.

It's also about living our values which are at the **HEART** of what we do. All colleagues are expected to demonstrate a commitment to our values through their behaviours, actions and words on a daily basis. As a valued member of the Southern Housing Team, you'll embrace our Values to inspire others as well as yourself to be

- **H**onest
- **E**fficient
- **A**ccountable
- **R**espectful
- **T**rusted

You'll demonstrate our HEART values in your behaviours. You'll:

- Be authentic, open and transparent in your actions and words
- Believe that by working together we accomplish more, and work hard every day to improve services, efficiency and value for money.
- Take responsibility for delivering excellence and own your own actions.
- Embrace difference, and put our residents, colleagues and our partners at the heart of all you do.
- Do what you say you will and be relied upon to keep your promises.

And, of course, show commitment to our approach to Equality Diversity & Inclusion, Health & Safety, Compliance and Code of Conduct policies and practices within Southern Housing.

The role

As a Project Manager reporting to the Programme Manager, you will be at the forefront of Southern Housing's mission to ensure the safety and integrity of its residential buildings. Your primary responsibility will be to lead the diagnosis and resolution of fire safety and construction-related deficiencies across the housing portfolio. This includes identifying risks, proposing technically sound solutions, and overseeing the delivery of remedial works that restore buildings to a safe and compliant standard.

You will be part of a multidisciplinary team tasked with managing complex fire remediation projects from inception to completion. This involves reviewing existing construction documentation, coordinating testing and investigations (including PAS9980 assessments), and managing both internal teams and external consultants. You will ensure that all works are executed in line with approved designs, specifications, and regulatory requirements, while maintaining a strong focus on quality, cost control, and timely delivery.

In this role, you will also be expected to anticipate and address future fire safety implications, working proactively in a fast-evolving regulatory environment. You will engage with enforcement bodies, regulators, legal representatives, and funding partners to secure the most effective and sustainable outcomes for each project.

Your ability to interpret and apply emerging legislation and guidance will be critical in shaping safe, future-proofed housing solutions.

A key aspect of your role will be to uphold the “golden thread” of building safety information—ensuring that accurate, comprehensive data is maintained throughout the lifecycle of each project. You will also play a vital role in communicating fire safety information to residents and stakeholders, fostering transparency and trust.

Ultimately, you will be instrumental in delivering safe homes and demonstrating Southern Housing’s commitment to building safety, resident wellbeing, and regulatory excellence.

The location

You’ll be based at our main office in Farringdon, with the option for working in a hybrid way or at another main office as agreed with your manager.

What you’ll be doing:

- Understand the technical issues affecting the fire safety of our buildings and use this knowledge to provide advice and guidance.
- Undertake the review of existing construction information for buildings requiring investigation. Where gaps exist, use all available channels to find or produce accurate information.
- Manage the testing and investigation process including PAS9980
- Manage external consultants and construction companies who will assist with building pathology.
- Manage on-site construction investigations and arrange Type 4 Fire Risk Assessments where necessary.
- Manage remedial works identified through the testing and investigation process and provided a weekly report as to progress including photographic evidence.
- Use the procedures and documentation associated with the initiation, handover and sign off of fire safety remediation projects.
- Ensure a review of all residents in blocks where the risk requires this level of understanding.
- Liaise with enforcement bodies and regulators as and when required.
- Manage a consistent quality control inspection programme to ensure quality oversight on fire safety remediation projects. Assessing and advising on existing and emerging delivery risks.
- Ensure we have O&M information for our existing buildings and new buildings we bring into portfolio. Developing the golden thread of data.
- Liaise with the original contractors, NHBC, and other funding channels to identify the most cost-effective way to address the remedial work.
- Liaise with legal representatives to help advance and secure the most advantageous remedial solution.
- Ensure appropriate information relating to fire safety is available for residents and other stakeholders
- Understand the detail of new and emerging relevant legislation and guidance notes.

- Closely manage the available budget for each project
- Provide details for inclusion in reports for the Building Safety Programme Board and other stakeholders.

What you'll need:

Knowledge & Experience

- Excellent knowledge of fire safety legislation, demonstrable through relevant qualification.
- Experience of applying this knowledge in a professional environment.
- Previous building surveying experience within the housing sector with relevant professional/qualification in building & construction management, MCIOB, RICS or MCABE member
- Broad knowledge of construction methods particularly in relation to fire spread and fire stopping
- Awareness of fire safety construction quality standards, regulations and best practice
- Experience of managing complex projects
- Good knowledge of relevant legislation, codes of practice, in regards to building, construction and health & safety
- Experience of managing contractors and consultants to deliver within budgets and timescales
- Understanding of contract law and excellent knowledge of standard form contracts

Skills

- Can communicate complex technical information to a diverse audience
- Skilled at ensuring data integrity and excellent data management
- Can use the appropriate IT tools to produce reports, documents, emails, including using Excel and Word to compile reports for different audiences.
- Solution focused, ability to create innovative solutions
- Good negotiating and influencing skills, be persuasive and diplomatic while remaining independent
- Organised and methodical approach to work
- Be attentive to detail when writing specifications, checking work and materials
- Strong contract management skills
- Good budget management and controls

LT Directorate:	Building Safety
No of Direct Reports:	None
Location/Regions covered by this role:	Across whole portfolio
Last updated:	July 2025