



## JOB DESCRIPTION

<b>Job title</b>
Asbestos Surveyor/Consultant
<b>Name of person or job role reporting to</b>
Operations Manager
<b>Responsibilities</b>
<ul style="list-style-type: none"><li>• Surveying properties for the presence of asbestos</li><li>• Preparing plans of the surveyed properties</li><li>• Air monitoring and inspection of asbestos removal works</li><li>• Photographing areas of asbestos within the surveyed properties</li><li>• Working across the UK to travel to client sites, as and when required</li><li>• Creating survey reports including plans, photos and recommendations</li><li>• Contacting clients while on site or in the office to inform them of any issues that have arisen</li><li>• Timely completion of Monthly QCs</li></ul>
<b>Qualifications/Experience</b>
<ul style="list-style-type: none"><li>• Relevant P certs and at least 6 months documented experience</li><li>• Familiar with MS Office, particularly Word, Excel and Outlook</li><li>• Sufficient IT skills to be able to work effectively with survey and/or air testing software</li><li>• Candidates should work well on their own initiative, under pressure and also within part of a team</li><li>• Good communication skills</li><li>• adequate knowledge of relevant health and safety legislation</li></ul>
I hereby agree that I have read and understood the job description.
Signed _____ Date _____
Name _____