Permanent Performance Control Manager

37 Hours **(previous applicants do not need to re-apply)**
PO3 (£31,754 to £34,549)
Ref: WNWhL 23 (2)

About West North West home Leeds (WNWhL)

West North West homes Leeds is a not for profit Arms Length Management Organisation (ALMO), limited by guarantee and wholly owned by Leeds City Council. It is responsible for providing housing management and property investment services on behalf of the Council within the West and North West Districts of the city.

WNWhL seeks to provide a highly quality responsive repairs service, whilst recognising the need to be pro-active and undertake an effective planned and programmed maintenance programme. In April 2011, we completed procurement of responsive repairs, maintenance, refurbishment and gas servicing contracts and appointed Morrison and Mears as our new working Partners.

The role

This is a key position for an achiever who is experienced in managing repair and maintenance contract with exposure to NEC form of contract.

You will contribute to the development of best practice, focus on achieving resource efficiencies through effective contract administrative and workforce monitoring; the successful attainment of KPI's and maintaining key alignment to contractual priorities.

Implement positive changes that will effectively develop a multi-skilled operational team to deliver a commercially effective, first class, customer focused service.

Have extensive experience of providing a professional quality surveying service. You'll be pivotal in ensuring that repairs and maintenance represents value for money for both WNWhL's customers and its Stakeholders.

Responsible for managing the contractors performance to ensure contractors provide a high quality service in accordance with the contract term and conditions. You will be responsible for reporting to the management team on the performance of the contract against agreed targets and objectives. You will be responsible for procedure manuals and contract files.

What we are looking for

We are looking for a candidate who is well educated, with knowledge of delivering repairs maintenance service. He/she will have the ability to communicate at all levels. The candidate needs to have extensive experience of managing the repair

contractors for residential properties. Exceptional customer facing skills are prerequisite as is the ability to manage budget in excess of £5m.

We are looking for candidates who can demonstrate stability, show a flair for management and possess a good level of competence. You should have a relevant degree or similar qualification in construction related field.

Closing Date: **Tuesday 21st February (Noon)**
Interviews to be held: **Potentially w/c 5th March 2012**

Please note it is standard practice that all new permanent employees are appointed subject to satisfactory employment verification checks and a six month probationary review period.

Application forms should be obtained from the West North West homes Leeds website – www.wnwhl.org.uk, and completed application forms sent by email to abclrecruitment@abcl.org.uk or by post to Unit 1 Acorn House, Acorn Business Park Killingbeck Drive, Leeds, LS14 6UF. If you have any queries, please telephone HR on Leeds (0113) 2149002.

West North West homes Leeds is committed to equality of opportunity and applications from all sections are welcome.