

GEORGE F. WHITE



JOB PROFILE Rural Practice Surveyor

Northumberland / Durham

RURAL PRACTICE SURVEYOR - JOB PROFILE

The George F. White Group is a fast growing dynamic business which thinks differently to its competitors.

Our business is about maximising value to all our clients living, working and investing in the rural economy. Our team is a forward thinking, multi-disciplinary group of busy professionals within a larger organisation based in northern England but operating nationally.

The role encompasses all aspects of professional work within George F. White including:

Business Development

The ability to effectively network, create and secure new professional and client contacts and generate new instructions:

- Awareness as to successful components of business development – secure and manage relationships with clients and professional referrers
- Networking at an appropriate level within sector with peers
- Awareness as to client personas for business development and their drivers and needs
- Pass appropriate leads and interesting people to then right individual(s) within GFW
- Have a network of own referrers and manage leads
- Build up at least two key clients
- Be able to sell GFW, our values, our services and our offering
- Be proactive in promoting specialised skill sets and knowledge through the whole spectrum of traditional and social media outlets.

Management and Mentoring

- Manage members of the team, providing advice, guidance, mentoring, personal development plans and direction to all members of the team
- Ensure 100% compliance with professional responsibilities and obligations
- Have a thorough understanding of, and deliver, invoicing, cash flow, fee forecasts, business development in line with annual targets set by the management team and people issues
- Debt levels should be no more than 13% of revenue generation at any point in the financial year.

Strategic Business Management

Positively assess and restructure businesses:

- Identify business issues which require resolution
- Identify ideas/concepts to convert into successful reality for clients
- Identify the need for budgets and financial management/reporting and implement
- Understand the principles of effective tax structures
- Partnership restructuring, family buyouts and succession planning
- Identify opportunities to transfer assets to the next generation
- Value and appraise assets
- Assist with credit applications and identify opportunities for turnkey projects
- Understand the services delivered by the Farm Business Consultancy Department and the other GFW services to cross-sell opportunities.

Agency – Sales & Acquisitions

The successful sale, acquisition and rental of property and land:

- Clearly understand and articulate the proposition of George F. White
- Identify 'hot buyers' for residential, agricultural and commercial property investors
- Raise the profile of George F. White agency
- Where a client is introduced, ensure an effective line of communication is maintained
- Manage clients from instruction through to successful exchange and completion

- Identify management opportunities post completion
- Help drive up standards of service
- Identify and deliver cross-selling opportunities after acquisition.

Expert Witness & Dispute Resolution

Clear, unbiased and reliable professional opinion:

- Full compliance with statutory and professional requirements
- Effectively marshal and clearly analyse relevant facts
- Present clear unbiased opinion
- Identify opportunities for arbitration roles
- Identify opportunities for mediation - both internal to organisations and external
- Promote the GFW Expert Witness and Dispute Resolution offering amongst key referrers.

Project Delivery

Delivery of projects on time, on budget:

- Clearly identify the needs and priorities of the client
- Set up project delivery structure and timetables
- Ensure regular and effective communication with clients at all times
- Lead and liaise with industry contacts and other professionals to ensure timely and practical delivery
- Ensure client and project team are aware of current health and safety legislation
- Prepare a schedule and timetable of who does what
- Provide a budgetary forecast to ensure stages are completed and to facilitate financial planning and cash flow.
- Ensure the overall delivery of the project within agreed budget and timeframe.

Valuations

Accurate and reliable valuation/report:

- Promote instructions for the full range of valuations in the rural sector
- Ensure comprehensive and accurate collection of all relevant facts
- Formulate well-reasoned opinions on value
- Ensure compliance with all internal and RICS standards
- Ensure all evidence is captured on internal database
- Membership of the RICS Valuer Registration Scheme
- Take a lead on maintenance of comparables database to ensure it is kept up to date and proactively managed across the firm.

Compensation Claims & Compulsory Purchase

Obtaining the best possible settlement for the client:

- Thoroughly understand the underlying statutory background and case law
- Establish principle issues of concern for client and negotiate with relevant authority
- Understand the objectives and potential constraints of the acquiring authority
- Identify any opportunity that may lie outside the compulsory environment
- Treat and manage the claim as a project
- Identify elements of claim for compensation and negotiate terms of entry
- Monitor works and maintain client communication
- Formulate claims in order to ensure full recovery of loss for client
- Obtain compensation settlement.

Estate Management

The effective management of residential, commercial, agricultural and sporting property:

- Understand the resources of the client
- Understand the agreed and defined objectives of the client
- Develop and agree strategic management plans with client
- Identify and separately manage specific projects
- Manage monthly meetings and review action plans as appropriate
- Manage cash flow and forward budgets
- Manage preparation of annual accounts reporting
- Ensure effective communication with client at level agreed
- Ensure proper systems are in place for repairs and maintenance of properties including statutory compliance
- Thorough knowledge of Landmark property management systems
- Excellent communication is essential.

Planning and Development

Provide specialist advice to maximise the value from our clients' assets:

- Identify opportunities for the planning and development team
- Where a client is introduced, ensure an effective line of communication is maintained

Landlord/Tenant Negotiations

Conclude negotiations with speed, accurate advice and efficiency:

- Rent reviews
- Review long term strategy
- Tenancy succession
- Lease renewals, surrenders and appraisals
- Preparation and service of notices, schedules of condition and dilapidations
- Arbitration if required
- Production of memorandums or tenancies as required.

Waste, Energy and Minerals

Identify options for sales leases and royalties:

- Thoroughly understand all drivers within each sector
- Identify opportunities for clients with a view to maximising value
- Identify team to negotiate terms or deliver agreed strategy
- Project manage through to completion.

Plant Machinery & Livestock

Total clearance at maximum value:

- Identify opportunities.

Energy/Renewables

- Understand and help deliver opportunities in the energy and renewables sectors.

This is a full-time, permanent position.

Applicants please apply by CV, application form and accompanying cover letter, detailing on one side of A4 how they would effectively contribute to the Firm in this role, to:

Jessica Tait
George F. White
4-6 Market Street
Alnwick
Northumberland
NE66 1TL

T: 01665 511997

E: careers@georgefwhite.co.uk

KEY ATTRIBUTES

Organisational and time management skills <ul style="list-style-type: none">• Must be exceptionally organised, capable of dealing with a large number of projects and varying clients.
Good Communicator <ul style="list-style-type: none">• Must be able to effectively communicate with clients and others in a clear and practical manner. Good verbal, written and presentation skills are required. Must be able to establish and maintain the confidence of clients and contacts.
Sense of Humour, Energy and Drive <ul style="list-style-type: none">• Good sense of humour to fit in with a dynamic and energetic team.• Energy and enthusiasm in abundance.• An inbuilt desire to develop skills and succeed.
ICT competent <ul style="list-style-type: none">• Must have a good level of competence of Microsoft Excel and a good working knowledge of other software applications.
Innovation <ul style="list-style-type: none">• Must be able to look outside the box at new opportunities and angles not only for the client but also the firm, with the ability to turn ideas into reality.
Professional Approach <ul style="list-style-type: none">• Must be able to present an authoritative and well informed image. Presentation of a responsible image both in and outside the work environment is crucial. The “market place” must have confidence in the individual.
Trustworthy <ul style="list-style-type: none">• Must be entirely trustworthy to George F. White, our client base and other professionals maintaining discretion and confidentiality at all times. Transparency and honesty are prerequisites.
Team player with leadership qualities <ul style="list-style-type: none">• Must be able to effectively operate as part of a larger team.
Travel <ul style="list-style-type: none">• Must have a full driving licence, access to car and willingness to travel on behalf of the firm.
Organisational and time management skills <ul style="list-style-type: none">• Must be exceptionally organised, capable of dealing with a large number of projects.

GEORGE F. WHITE

www.georgefwhite.co.uk



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Alnwick	t 01665 603231
Newcastle	t 0191 6053480
Wolsingham	t 01388 527966
Barnard Castle	t 01833 690390
Bedale	t 01677 425301

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