**Adoptions Engineer**

Adoptions Engineer will take responsibility for, and manage the procedure of adoption works for highways, sewers and POS areas, and to ensure tight control of all Bonds and budgets for such works as agreed within the closed site strategy.

**Responsibilities**

* To review existing bond liability and identify where they can be reduced / eradicated.
* To focus on reducing these in a structured way, targeting quick wins and larger Bonds in the first instance, whilst ensuring a programme for the removal of bonds is maintained and updated accordingly thus allowing capacity for upcoming sites.
* Using AutoCAD to produce Adoptions Plans for Highways, Sewers and POS areas.
* Undertake Annual Site Inspections and review Health and Safety Implications.
* Liaisons with internal and external legal teams with regards to agreements, various deeds and land transfers.
* As part of the Technical Department to manage the regional bond portfolio and identify the key triggers to facilitate reduction. Ensure the dates for these are clear and that all steps are identified and the necessary inspections and certificates are applied for, with required works undertaken in the most cost efficient and timely way.
* Prior to sites finishing to co-ordinate site closure meetings with relevant departments and to ensure that the relevant actions are instigated to allow the adoption process to commence bonds are reduced at all trigger points as soon as possible. This will include ensuring all works are on maintenance as soon as possible and managing the site during this period (organising repairs, maintenance contracts, liaising with external Contractors and dealing with customer queries).
* Produce CDM Pre-construction Health and Safety Files where necessary. Ensure all Health & Safety Method Statements and Risk Assessments are approved prior to commencing maintenance works.
* To liaise with customer care, NHBC, Local Authorities to advise of site completion and where necessary advise of subsequent actions
* Keep regional adoption schedule up to date and keep the company well within its bond limits.

**The Person:**

* Experience in a similar position within housing developers, local authorities, water companies, consultants or a relevant contractor
* Be familiar with estate road and sewer design, construction, adoption processes, public open space procedures and site inspection processes
* A strong engineering and technical background or have strong on site knowledge and experience, and be familiar with the adoptions process
* A methodical and accurate approach to all tasks with close attention to detail
* The ability to work as part of a team and to communicate clearly and effectively at all levels with internal staff and local and service authorities etc
* Be enthusiastic, flexible, show a willingness to learn and a drive to succeed
* Competent computer skills, including AutoCAD, Microsoft word, excel, outlook etc
* Be able to demonstrate good time management

**In order to be successful in this role you must be able to prove eligibility to work in the UK.**

**The Company:**

Taylor Wimpey is a FTSE 100 business and one of the largest residential developers in the UK, building new homes and communities across England, Scotland and Wales.

Our vision is to become the UK’s leading residential developer for creating value and delivering quality. We build over 10,000 homes each year, from one-bedroom apartments to six-bedroom houses all across the country.

Our people are passionate about the house building industry and about our customers. Culturally we pride ourselves in having a diverse work force with an opportunity to grow a career in a variety of environments. We look to develop our people in the skills and areas they are most interested in so if you are looking to join a thriving company going through an exciting period then please get in touch.

**Internal applicants – please advise your Line Manager if applying for this role.**