

Photographic Evidence Reviewer

Salary: £26,000 per annum, dependant on experience

Contract: Permanent, Monday to Friday, 36.25 hours per week

Reporting to: As Built Manager

Location: Remote (United Kingdom)

AES Sustainability Ltd is an award-winning consultancy firm that works with some of the leading UK housebuilders and developers, delivering high quality energy and sustainability advice and assessments to the construction and property industries.

We are seeking a dedicated Photographic Evidence Reviewer to join our team. This role requires excellent IT skills. The ideal candidate will be a collaborative team player with strong interpersonal and communication skills, capable of building effective working relationships with colleagues. Attention to detail is essential, along with the ability to work independently.

The successful candidate will be a team player with an exceptional ability to multi-task and manage a busy and time-critical schedule of work. Excellent attention to detail is essential as the role requires a high degree of accuracy and organisational skills. As a key requirement of the role is to contact and provide feedback to many of our clients it is essential that you portray yourself as professional and friendly over the phone and via e-mail.

Key Responsibilities

- Reviewing and advising on photographic evidence received in line with the requirements of Part L (2021).
- Providing help and assistance for AES SiteView customers.
- Work across multiple platforms to ensure photos are signed-off 24 but no later than 48 hours (workdays).
- Provide feedback to clients on areas of non-compliance or observations.
- Set up new jobs, clients and user on the AES HUB and allocate the correct permissions.
- Making updates / ensuring changes are carried through to SAP assessments.

Please note: This list covers the core responsibilities but isn't exhaustive. As the team continues to grow and develop, there may be additional opportunities to contribute and take on new tasks to support the department.

Key Competencies

Essential

- Excellent verbal and written communication skills.
- Excellent computer skills and a good level of general education, particularly in Maths and English.
- Ability to self-manage a busy and time-critical schedule of work.
- Be able to work independently and as part of a team.
- Customer-focused with a commitment to providing high-quality support.
- Awareness of building control processes: Knowing how evidence fits into the overall compliance process and where the limit of responsibility lies.

Desirable

- Maintain or be working towards an OCDEA accreditation.
- Knowledge of Part L (2021): Understanding the specific requirements related to energy efficiency and construction details.
- Experience or familiarity with the building or construction sector would be an advantage but is not essential.

What makes us unique

What makes AES different than others within the industry is our company values.

- Striving for the highest quality
- Build collaborative and supportive relationships
- Value integrity and independence
- Be forward thinking and innovative

We are passionate about providing a flexible working environment, including remote working, flexible hours and early Friday finish.

Benefits

We have built strong internal communication channels with team strategy and away days, company wide social events through the year and a strong investment into internal growth and progression.

- 25 days annual leave allowance, plus statutory bank holidays
- 1 paid Community Day per year to volunteer in your community
- Holiday purchase scheme of up to 5 days
- Contributory company pension scheme
- Company Sick Pay scheme

- Staff social events
- Flexible hours
- Remote working
- Life assurance
- Electric vehicle scheme
- Healthcare plan

How to apply

AES is a proud equal opportunities employer.

Due to the high volume of applications we receive for these roles, we do reserve the right to close the vacancy once a suitable amount of applications are received, therefore we encourage you to apply as soon as possible.

Applicants must have the right to work in the UK as AES are not able to offer sponsorship at this time.

Send your CV and covering letter by e-mail to Recruitment@aessc.co.uk