

CONSTRUCTION SURVEYING TECHNICIAN Apprenticeship Standard

1. Occupation(s)

The occupation covered by this standard is Construction Surveying Technician and typical job titles can include: Assistant Quantity Surveyor, Assistant Construction Surveyor or Quantity Surveying Technician. In the case of SME construction companies the roles are likely to include Quantity Surveyor or Construction Surveyor. They are associated with the monitoring and control of costs and contracts on construction projects and are based on sites or in offices

2. Occupational profile

The main duties and tasks of a Construction Surveying Technician are:

- Assisting senior managers with the budgeting of construction projects
- Control of costs during a construction project
- Selection and management of specialist contractors
- To contribute to the mitigation of disputes using accurate records
- Recording, control and reporting of income and expenditure on a construction project
- Valuation of progress on construction projects
- To assist senior managers with the legal and contractual issues on a construction project

3. Requirements: Knowledge, Skills (and behaviours)

Knowledge	What is required
Health and Safety	Understand the principles and responsibilities imposed by law and other regulations in a construction environment
Sustainability	Understand the sustainability issues in projects across economic, social and environmental aspects
Construction Technology	Understand different construction techniques and materials and the principles of design
Contracts	Understand different forms of contracts used in construction and why they are applied in different situations
Procurement	Understand the different types of procurement process and negotiation requirements
Cost control	Understand the importance of controlling costs during a construction project and the effect of changes to the project
Financial reporting	Understand the various forms of reporting on project progress

Skills	What is required
Health and Safety	Apply health and safety issues to all activities
Sustainability	Demonstrate application of the principles of sustainability
Construction Technology	Assist in the implementation of the most appropriate solutions for construction projects
Contracts	Be able to apply different types of contracts to different situations
Procurement	Assist in the selection of and negotiation with specialist contractors for a construction project
Cost control	Assist in the measurement and costing of construction works during a project.
Financial reporting	Assist in the preparation of financial reports, cash flow and cost forecasts for a construction project
Administration	Assist in the collection, collation and storage of relevant data and its analysis

Behaviours	What is required
Commitment to Code of Ethics	Work within Rules and Regulations of Professional Competence and Conduct for the Royal Institution of Chartered Surveyors
Continuing Professional Development	Identify own development needs and take action to meet those needs. Use own knowledge and expertise to help others when requested.
Commitment to Equality and Diversity	Understand the importance of equality and diversity and demonstrate these attributes so as to meet the requirements of fairness at work.
Communicate Effectively	Be able to contribute effectively to meetings and present information in a variety of ways including oral and written.
Conflict avoidance	Be able to assist in planning to avoid conflict and resolving issues that do arise
Work in Teams	Be able to work with others in a collaborative and non-confrontational way.
Demonstrate Innovation	Be able to identify areas for improvement and suggest innovative solutions.

4. Duration

The typical duration for this apprenticeship is three years but this will depend upon the previous experience of the apprentice and access to opportunities to gain the full range of competence.

5. Entry requirements

The typical entry requirements for this Apprenticeship will be five GCSEs or equivalent, including Maths, English and a Science; or a Level 2 Apprenticeship.

6. Qualifications

The following qualification will be gained:

- HNC in Construction and Built Environment

7. English and Maths

English and Maths will be required to be demonstrated at Level 3 by the end of the Apprenticeship.

8. Link to professional registration

This Apprenticeship will include the knowledge, skills and behaviours required to achieve Associate status with the Royal Institution of Chartered Surveyors (AssocRICS). The Associate review process for AssocRICS is included in the end-point assessment process for this Apprenticeship and will lead to the designatory letters AssocRICS and the status of Associate Surveyor.

Level

This Apprenticeship standard is at Level 4.

Review date

This Apprenticeship standard should be reviewed three years after approval of the standard.