



Experienced & Technically Skilled Architects Required – Client Monitoring Team

December 2024

www.jra.co.uk

John Robertson Architects has exciting opportunities for experienced and technically minded Architects/Technicians, to assist with the growing workload on our Client Monitoring Team (CMT) projects in London.

John Robertson Architects (JRA) is an established, award winning AJ100 practice comprising 75 staff, the majority of whom are based at our London headquarters on Southwark Street, SE1. The practice undertakes a wide range of office, mixed-use and residential developments in and around London including new build schemes, redevelopments, work to listed and historic buildings, fit out and interior architecture.

JRA have a growing CMT workload with exciting and interesting projects on site and due to commence shortly. Our CMT projects range in value from £7.5m to £500m+. We currently have vacancies for experienced architects and technicians and welcome applications from dynamic candidates with an interest in a role within the Team.

Candidates should ideally:

- Have a minimum of 10 years post-Part 3 (or equivalent) UK experience on high profile commercial, mixed-use and residential projects, working with the UK's leading commercial architects, developers and clients
- Be able to lead on monitoring projects and have experience managing small project teams and collaborating with external consultants
- Have relevant experience through RIBA Workstage's 3 - 6
- Be technically proficient, have a keen eye for detail and able to contribute to design solutions
- Have the ability to confidently deal with clients and contractors
- Understand current legislation, construction methods and information exchange processes
- Be an RIBA / ARB member

The role will generally include:

- Undertake peer reviews of the design team's RIBA Stage 3 or 4 information and report thereon
- Review of Contractor's Proposals to check they comply with the Employer's Requirements
- Providing advice and support the Client, EA and PM teams throughout
- Providing independent advice on proposed Client or Contractor design changes

- Monitoring design progress against on-site construction progress
- On-site and off-site inspections of samples, benchmarks and mock-ups and reporting thereon (this may involve occasional travel abroad)
- Attendance at key project meetings (Early Warning, Progress, Main Contractor and Client)
- Inspect of the works and reporting any non-compliances identified
- Using the Contractor's Information Management System (EDMS) to inspect the design documents issued by the contractor, checking they comply with the Contract, Building Regulations, other standards etc. adding relevant comments and applying an Approval Status
- Preparing concise Site Inspection & Monthly Compliance reports for the Client team
- Assisting in the continual review of quality and snagging of the works prior to PC
- Inspecting the works during and at the end of defects period
- Reviewing and commenting on O&Ms prepared by the contractor
- Reviewing spatial layouts and preliminary designs by potential tenants and assessing the impact on the base build works
- Assisting the client team to review extensions of time or late completion claims

John Robertson Architects offers good prospects for career progression, and we'd like to take on staff looking to advance their skills and contribute to the long-term development of the practice.

John Robertson Architects is an equal opportunities employer.

Candidates must be eligible to work in the UK without restriction.

To apply, please send a covering letter describing how you will contribute to the practice along with your CV and relevant examples of your work in A4 format by email to: polly.litvinova@jra.co.uk - please quote the reference JRA2024_CMT in the subject line.

Attachments must not exceed 5MB. Additional portfolio information can be reviewed at interview stage.