

# Job Specification

## Graduate Landscape and Estates Manager



**Location**  
Gateshead

**Contract**  
Full-time, Permanent

**Benefits**  
Competitive Salary and Pension  
Hybrid Working  
Professional Subscriptions  
Personal Training Package

**Closing Date**  
Friday 1<sup>st</sup> July 2022

### About Us

The Environment Partnership (TEP) Ltd is an award-winning environmental consultancy supporting sustainable development and land management across the UK and Ireland.

Our offering is based upon our core services: Planning, Environmental Assessment, Ecology, Heritage, Landscape Design, Landscape Management, GIS and Arboriculture. We are ideally situated to deliver these services nationwide from our offices in Warrington, Gateshead, Market Harborough, London and Cornwall. We have seven Directors who run the company and over 145 professional and technical staff, who work on a wide range of exciting and challenging projects.

As an environmental consultancy, we have a responsibility to help shape the world around us through our work, to benefit communities now and in the future. Our work is important to us and is underpinned by our core values, values that build upon the original thinking of our company's founders. At TEP we aim to be:

- ❖ Forward-Looking
- ❖ Responsible
- ❖ Enterprising
- ❖ Supportive
- ❖ Honest
- ❖ Passionate

For more information on the type of work we do, visit: [www.tep.uk.com/projects](http://www.tep.uk.com/projects)

### To Apply

Please send your CV and a completed application form to [recruitment@tep.uk.com](mailto:recruitment@tep.uk.com)

Please note that we will always acknowledge each application. If you have not received an email response within 3 working days, please contact Kate Goodban.

Following review of the applications, a short list of candidates will be contacted for interview.

We are only able to consider candidates already eligible to work in the UK.

If you would like to discuss the position, please do not hesitate to contact Kate Goodban and she will arrange for an appropriate manager to call you.

To keep up to date with news from TEP, follow us on our social media:

[LinkedIn](#) [Twitter](#) [Facebook](#)

**Kate Goodban**  
HR Advisor

01925 844004  
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## The Opportunity

### Who are we looking for?

We are seeking a highly motivated individual recently graduated from a related course that we would offer training to on landscape and estates management, health and safety management, contracts and ground maintenance. Alternatively, we will consider applications from non-graduates who have some transferable industry experience.

The successful candidate would be joining the Land Management team in the Gateshead office. The role is suitable for office or 'hybrid working' with time spent working from home in addition to attending the office.

The role has a requirement for land based surveys in the North East of England, a valid full UK driving licence is an essential requirement.

### Role and Requirements

The successful applicant will be largely working on projects for Homes England.

Our Land Management Team play a critical role in our overall delivery of the Homes England Estates Management Services Framework.

Homes England is responsible for an extensive and diverse portfolio of land across England. Sites range from greenfield land; woodlands; brownfield land; and derelict building complexes such as former hospitals. The role will entail regular site visits to assess, identify, record and mitigate hazards, record signage, identify encroachment, support the management of maintenance contracts, and procuring and monitoring works identified through the site inspections. All issues identified on site are recorded using bespoke management software, developed by us on behalf of Homes England. There may also be opportunities to work on management plans to support development and ensure long-term management of green spaces and their benefits to people and wildlife. The site portfolio is continually changing, with new sites being acquired that require prompt assessment, with subsequent de-risking strategies put in place and managed.

The successful candidate will be based at our Gateshead office but will be expected to travel to sites predominantly in the North; including occasional overnight stays at different locations, to meet the requirements of projects.

### Qualifications

- ❖ Degree, Foundation Degree or equivalent landscape, environmental, geography, estates and/or property management or other appropriate qualification.
- ❖ Member of the Landscape Institute and/or other relevant professional body (e.g. IEMA/ CIEEM/ IOSH, ICF, IProw) or eligible and able to work towards membership.

### Experience

- ❖ An understanding of health and safety legislation and risk assessment is desirable. Training in this area will be provided.
- ❖ An understanding of the legislation relevant to wildlife and the management of land is desirable. Training in this area will be provided.
- ❖ High level of verbal and written communication skills.
- ❖ Undertaking site inspections, occasionally requiring overnight stays away from home.
- ❖ Skills in GIS and GIS Databases are desirable. Training in this area will be provided.
- ❖ An understanding of Landscape Maintenance contract administration and procurement is desirable. Training in this area will be provided.
- ❖ Computer literacy in MS Office, Excel, Word and Outlook.

### Attributes

- ❖ Are self-motivated and interested in business development.
- ❖ Show attention to detail, uphold high standards and demonstrate good judgement.
- ❖ Able to work independently and work well with others as part of a team.
- ❖ Have computer literacy in MS Office, Excel, Word and Outlook.
- ❖ Hold a full driving licence.