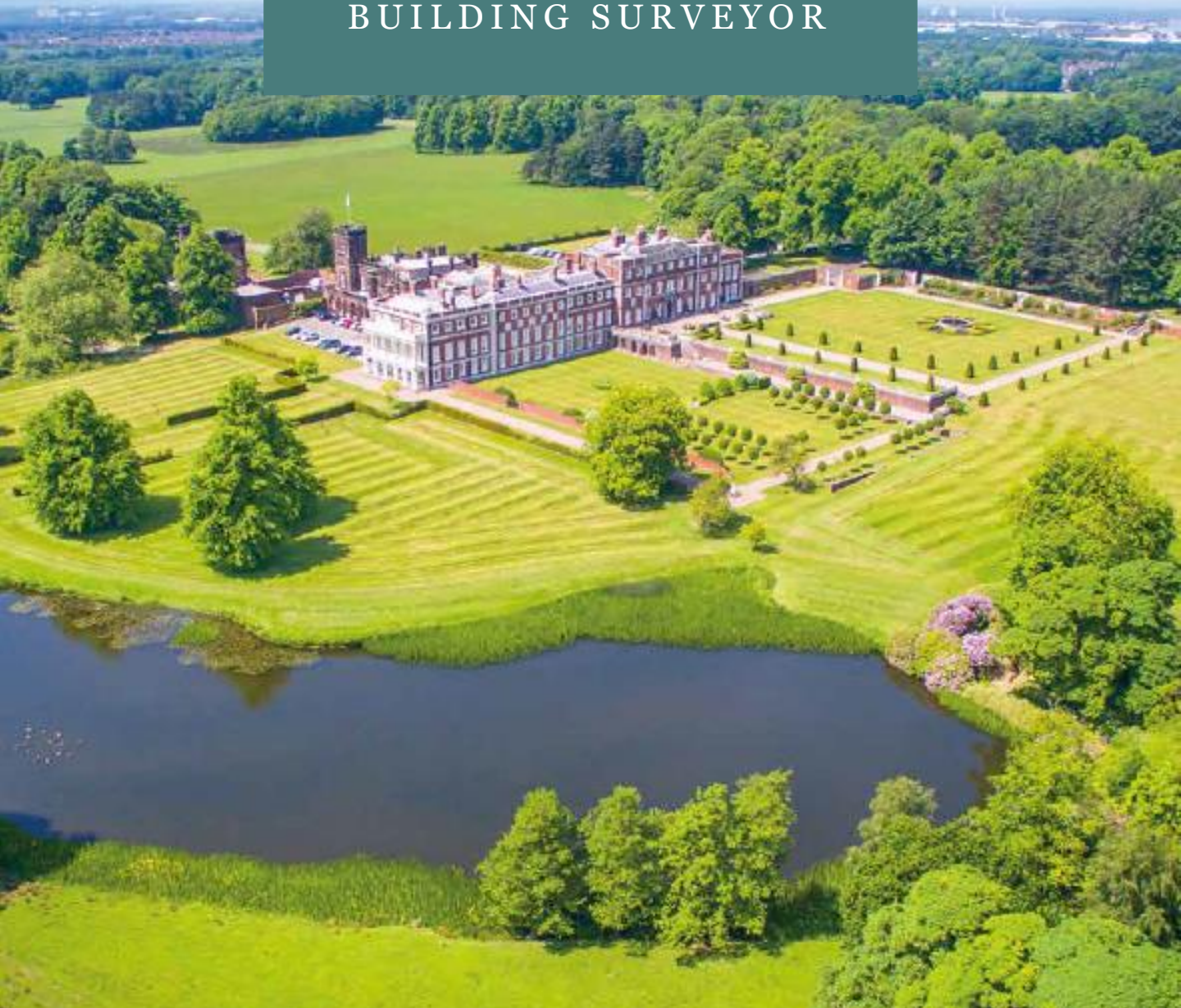




KNOWSLEY HALL

RECRUITMENT PACK

BUILDING SURVEYOR



JULY 2025



INTRODUCTION

Thank you for your interest in this role and working at The Knowsley Estate, we hope that this recruitment pack provides you with the information that you need to pursue your application. Please ensure that you read all parts of this document in order to complete your application as requested and tailored to the role and person specification.

This pack contains the following:

- About the Knowsley Estate
- Benefits of Working at The Knowsley Estate
- Shortlisting
- The Role
- The Person
- How to Apply



ABOUT THE KNOWSLEY ESTATE

Home to the 19th Earl and Countess of Derby, The Knowsley Estate is home to two great Merseyside icons – Knowsley Hall and Knowsley Safari, both focussing on outstanding quality of customer service and guest experience. The estate also includes farmland, residential properties and Stanley Grange Business Village. Further afield in Newmarket near Cambridge, is Stanley House Stud and which is home to the family's 'Mare in a Million' – Ouija Board.

Knowsley Hall has been in the ownership of the Stanley family since 1385 and remains today at the heart of the Knowsley Estate which sits largely in the Liverpool City Region. The Hall itself sits in 2,500 acres of parkland which lies 8 miles from the nascent and exciting city of Liverpool.

The focus of this appointment is the tenanted Knowsley Estate which is held in a number of trusts both for the benefit of the Earl and for future generations. The Estate receives its income from commercial, residential and agricultural property, in-hand farming, sporting and forestry across 12,000 acres.

Reporting to the CEO, the Estate Manager will be responsible for the management of the rural and property portfolios together with associated activities including in-hand farming, forestry, sporting and the parks & gardens team. The rural estate is predominately good quality grade I arable land, an extensive stock of residential property and a substantial commercial development (Stanley Grange Business Village) which is a conversion of former home farm buildings. There are also a number of strategic planning opportunities across the portfolio which require promotion and progression in order to release value to the Estate.

The in-hand farming operation is run under a contract farming agreement and comprises a flock of 1,500 ewes.

The shoot at Knowsley provides a combined total of around 20 days' shooting.

The woodlands are mainly for amenity and shooting but are now also being managed to provide wood fuel for the biomass boiler that heats Knowsley Hall and the New House.

In addition, the off-lying Crag Estate, near Macclesfield, Cheshire, comprises a let grouse moor, let hill farms, a number of ASTs and a couple of holiday lets.

LOCATION

The Knowsley Estate, Prescot, Merseyside, L34 4AJ



BENEFITS

- 33 days' annual leave (inclusive of bank holidays), increasing with service
- Access to a generous pension scheme
- Complimentary tickets to Knowsley Safari
- Free entry to affiliated zoos and collections through BIAZA
- Discounts on a range of products and services offered by the Estate
- Staff Events such as the Christmas Tea Party
- Health Cash Plan to cover costs such dental and optical amongst others
- Employee Assistance Programme
- Online discount scheme
- Thrive wellbeing app, full of tips and techniques to help you monitor and improve your health.
- Commitment to your personal development
- Cycle to Work scheme
- Celebration of Service awards
- Free car parking



THE ROLE

J O B T I T L E

Building Surveyor

C O N T R A C T T Y P E

Permanent

W O R K I N G H O U R S

Your normal working hours are to be worked Monday to Friday, averaging 40 hours per week as well as any other hours that are reasonably required for the fulfilment of your duties. You may be expected to work bank holidays and weekends however, this may vary and it may be necessary for you to work outside of these hours.

R E P O R T T O

Estate Manager

S A L A R Y

£50,000-£60,000 dependent on experience.

Purpose of the Role

To deliver comprehensive building surveying services across an historic and diverse estate—comprising residential houses, farm buildings, commercial properties, Knowsley Hall, Knowsley Safari Park, Crag Estate properties, holiday accommodation, and associated infrastructure.

The role includes responsibility for both planned and reactive maintenance, with a focus on improving property specifications and enhancing tenant and customer satisfaction. This involves implementing and maintaining PPM schedules, managing an in-house maintenance team supplemented by external contractors, and ensuring all works are completed safely, efficiently, within budget, and in compliance with all legislative requirements.

The role also involves advising on strategic asset management, overseeing technical compliance and capital projects, and managing dilapidations, including preparing reports, serving schedules, negotiating claims, and protecting the estate's position as landlord. Close collaboration with the Estate Manager and Estate Office is essential to effectively manage the property maintenance and repair budget.

Main Duties & Responsibilities

- Conduct building surveys, condition reports to identify building defects and recommend appropriate remedial actions, including property refurbishment, alteration, and conservation projects. Oversee project delivery from feasibility to completion, including budgeting, consents, procurement, and contract administration.
- Provide technical advice on traditional and modern construction, conservation techniques, repair strategies, and building pathology.
- Develop and manage cyclical inspection and maintenance programmes for all estate assets; to include planned preventative maintenance (PPM) and reactive repair works.
- Lead and manage the estate's in-house property maintenance team.
- Inspect the quality, safety, and compliance of maintenance work.
- Work with the Estate Manager to establish and monitor KPIs for the property maintenance function.
- Ensure repairs and projects are completed to standard, on time, and within budget.
- Engage contractors and suppliers to ensure best value and service delivery.
- Undertake dilapidation surveys for leasehold properties, pursue and negotiate claims.
- Advise the Estate Manager and senior leadership on capital works planning and long-term asset strategy.
- Oversee RAMS, contractor inductions, and on-site health and safety procedures.
- Ensure compliance with CDM regulations on applicable projects.
- Monitor contractor performance and ensure adherence to health and safety, quality, and budget. Build strong working relationships with suppliers and external consultants.
- Carry out any other property-related duties as directed by the Estate Manager.

This job description has been designed to give a clear definition of the role but it is hoped that the employee will seek to develop the role to the best of their ability and that the role can and will be developed to make full use of their potential.

THE PERSON

Our ideal candidate will have the following skills, qualifications, and characteristics:

- Degree in Building Surveying or a related discipline (RICS-accredited preferred).
- Chartered status (MRICS).
- Full UK driving licence.
- Understanding of Health and Safety regulations.
- Proven experience in building surveying across residential, commercial and agricultural properties.
- Experience managing planned preventative maintenance (PPM) programmes and reactive repairs.
- Strong knowledge and practical experience with dilapidation surveys and claims, with the ability to prepare and serve schedules of dilapidations and negotiate with tenants and consultants in relation to lease obligations.
- Experience in project management from feasibility to completion.
- Familiarity with contract administration (e.g. JCT Minor Works).
- Experience leading an in-house maintenance team and managing external contractors.
- Sound understanding of building defects and building pathology, including knowledge of traditional and modern construction methods. Experience working with listed and heritage buildings.
- Knowledge and experience of UK Building Regulations and statutory compliance requirements (e.g. EICRs, gas safety, fire safety, Legionella, asbestos)
- Good numeracy skills and knowledge of basic accounting procedures
- Ability to manage and report on maintenance and capital budgets
- Good reporting skills, with the ability to produce clear, concise documentation and schedules
- Excellent written and verbal communication skills
- Excellent interpersonal skills for dealing with tenants, contractors, colleagues, and consultants
- Ability to prioritise workloads and manage multiple projects simultaneously
- Proficiency with property management software and SharePoint or similar platforms
- Understanding of landlord and tenant law as it relates to property condition and repair obligations
- Commitment to safety, quality standards, compliance, and sustainability
- High attention to detail and strong organisational skills
- Self-motivated and capable of working independently with minimal supervision
- Flexible and hands-on approach to work across varied property types and settings
- Professional, discreet, and trustworthy in handling estate matters

THE PERSON

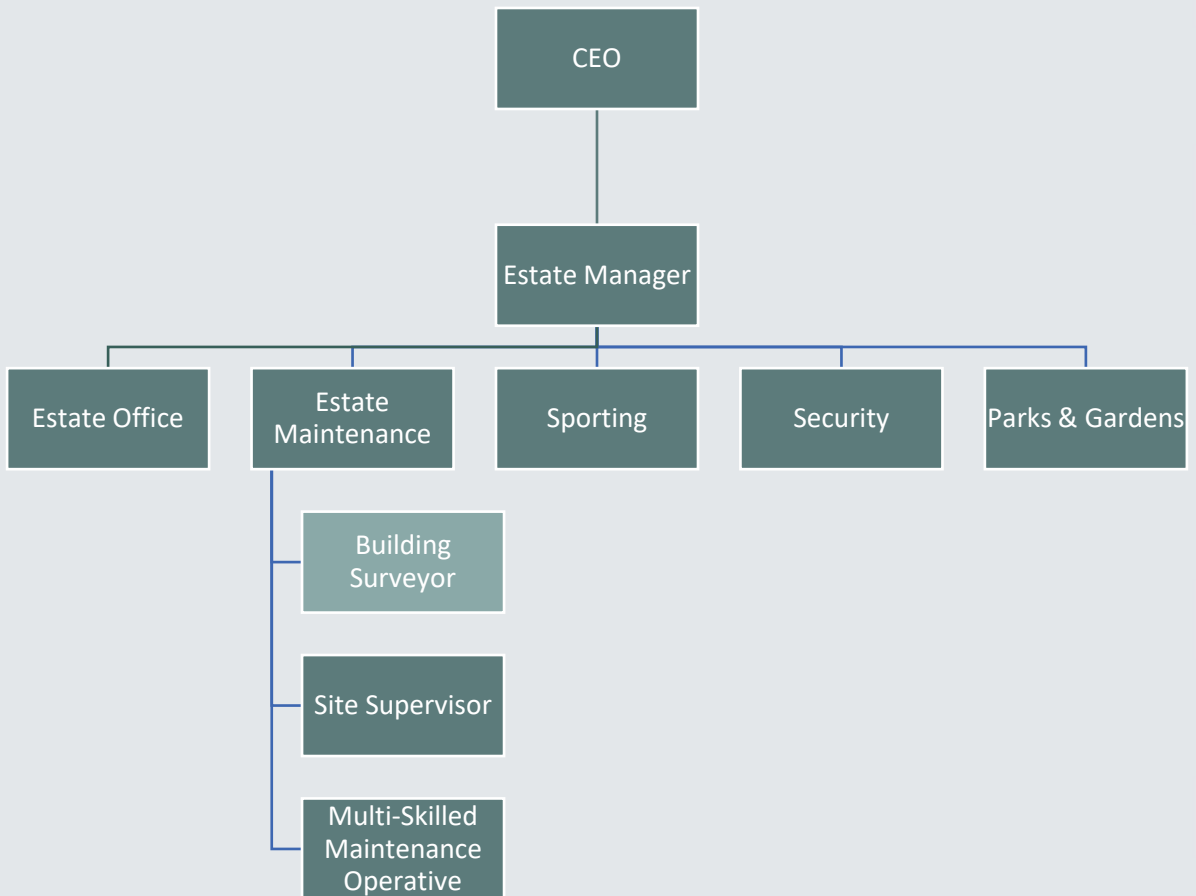
Personal Attributes:

- Attention to Detail
- Problem-Solving Mindset
- Strong Work Ethic
- Professionalism
- Adaptability
- Collaboration and Teamwork
- Strong Communication
- Self-Motivated
- Ethical Integrity



STRUCTURE

Where does this role sit within Knowsley?



HOW TO APPLY

Please send your completed application form along with your CV to recruitment@knowsley.com.

CLOSING DATE: Midnight on Sunday 03 August

INTERVIEW DATE: w/c 04 August

START DATE: ASAP

