



*Forward thinking*  
Straight talking

# ***Regional Manager***

JOB SPECIFICATION

Gateley / SMITHERS  
PURSLOW

**POSITION:** Regional Manager

**LOCATION:** Birmingham

**CONTRACT TYPE:** Permanent

## The *role*

Gateley Smithers Purslow are looking to recruit a full time Regional Manager to join our growing team in Birmingham. The Regional Manager is a member of the Management Team and in this capacity is expected to manage the day to day running of their Regional Team, giving technical training and guidance, customer care principles and market awareness to support the Technical Director for their Region.

The Regional Manager is expected to have extensive experience of the technical aspects of the role and a thorough understanding of the processes and procedures.

This position provides a perfect opportunity for the successful candidate to show their ambition, drive and passion for customer service, as well as delivering our values, a professional manner and good interpersonal communication skills are essential.

### **Your responsibilities will include:**

- To lead and manage your team ensuring efficient work throughout
- To report monthly on workflow, team performance and management of the Region
- To identify and handle any projects requiring the Regional Managers level of experience and knowledge in accordance with current standards and statutory requirements
- Liaise with HR on recruitment, appraisals and HR matters
- To carry out responsibilities in line with your technical role e.g., Chartered Building Surveyor.
- Contribute to the company's marketing objectives, targets and initiatives

## The *person*

Candidates will be able to demonstrate the following attributes:

- Must be MRICS Accredited
- Experience and detailed working knowledge of your departments practices and procedures supported by an awareness of the latest statutory requirements, technical publications and guidelines to meet the technical demands of the Company's existing and potential client base
- Experience of managing a team of people to meet KPI's and productivity levels
- Experience in delegating tasks and project management
- Enthusiastic, committed to leading a team to achieve company objectives.
- Good time management skills and solid organisational skills
- Specialist skills and knowledge relevant to role
- Negotiation, supervisory and leadership skills

- Ability to work to deadlines and within budgets

## The *benefits*

With support, coaching and feedback from some of the most engaging colleagues around our great development and progression opportunities will reward your commitment and loyalty. We offer a competitive remuneration package where you'll be rewarded for your individual performance with an opportunity to receive an annual bonus.

In addition, we have a wide range of learning and development opportunities via our Learn platform to develop new skills and progress your career. Our My Flex comprehensive rewards package includes options covering annual leave (and the benefit of purchasing extra days), cycle to work, critical illness benefit, employee assistance programme, group personal pension, health care, season ticket loan and many more benefits (grade dependent). Finally, with Perks At Work/Home you can select a host of retail benefits that suit your needs alongside a Community Online Academy, free courses for all from fitness to coding to languages to hip hop dance.

## We are *Gateley*

We are forward thinking and straight talking, our approach is to find solutions to the problems that our clients face. Gateley is a legal and professional services group, we are a group of formidable experts in all areas of law and business. Passionate problem solvers, we get our kicks from finding the right answers and getting our legal and business clients where they need to be. We support more than 5,700 active clients, ranging from FTSE 100 companies to private individuals, in the UK and beyond. Being part of Gateley is not just about the expertise that you bring; it's about attitude too.

The 'Gateley Story' is the story of our people and our culture. It is what has got us to where we are today as a successful business and it's the driving force behind the Gateley Team Spirit and the values that have shaped it. We have a set of shared internal values that capture what the Gateley Team Spirit is and this includes five elements that bind us all together as one Gateley: Ambitious for Success, Forward Thinking, Room to Breathe, Trusted to Do and Working Together. Every year across the group, we recognise members of our team that have gone above and beyond and have lived these shared values. They are recognised at our annual Gateley Team Spirit awards.

## *Diversity, inclusion and well being*

Diversity, inclusion and well being is an important part of Gateley's culture and values. We recruit talented people from a diverse range of backgrounds and cultures, providing equal opportunities for all to join our team regardless of age, sex, race, sexual orientation, disability, or culture.

We create an exciting and rewarding place to work that aims to fulfil everyone's potential and together to achieve personal and business goals. We offer flexible working patterns to help our staff achieve a good work/life balance and we encourage candidates seeking flexibility in their next role to apply for any of our vacancies.

We are proud to have been recognised by The Law Society as gold standard for our Diversity and Inclusion Charter and to be Stonewall Diversity Champions.

## Additional Information

If you are successful in receiving an offer of a role with our company a variety of pre-employment screening checks will be completed. Our screening checks can include but are not limited to your eligibility to work, professional and academic qualifications, any criminal records, your financial stability and references from previous employers. The screening that takes place will be relevant to your role and will vary from role to role.



Gateley / SMITHERS  
PURSLOW