



Waterman Aspen

Secondment & Outsourcing Services

Telephone 01509 674567

Curriculum Vitae – Confidential

Name: Richard Orme

Profession: Building Surveyor/Construction Project Manager

Profile: Richard is a Building Surveyor with experience in the construction industry. He has extensive experience of building pathology and of the pre- and post-contract management of construction projects, particularly regarding the decent homes standard incorporating the Housing Health & Safety Rating System. He is familiar with the issues surrounding working on both public and private-sector housing. He also has experience of private sector enforcement action through his work in Environmental Health.

Qualifications:

Associate Member of Chartered Institute of Building
HNC Building Studies (Winner of the Mitchell Cup)
City & Guilds AutoCAD 2004

Experience:

February 2008 Joins Waterman Aspen as Area Manager

**Feb 2008 to date Project Manager, Private-Sector Decent Homes Programme
Spirita Ltd (on behalf of Derby City Council)**

Managing the improvement works to private owner-occupied and privately tenanted properties in the Rosehill regeneration area and outer areas. Duties include undertaking surveys, liaising with residents and landlords, valuations, management of the contractors, budget management, liaison with owners and Derby City Council.

**2007 to February
2008 Senior Project Manager
EC Harris LLP**

Worked in the affordable housing team providing consultancy services to a range of clients including project manager, employers' agent, purchasers' agent, QS etc in the east & west midlands.

Duties included producing contract documentation including formal employers requirements for design & build, negotiating with solicitors, local authorities etc, managing the project delivery teams, authorising all payments and generally delivering solutions to clients.

Effectively managing the workload is an essential requirement to ensure clients get the timely response they need, to ensure the smooth running of the projects and high customer satisfaction for repeat business.

**2005 to 2007 Asset Strategy Manager
Walbrook Housing Association (latterly merged to form Spirita Limited)**

Reporting to the Head of Asset Management and Maintenance and responsible for staff recruitment; planning, budgeting and procurement of planned programmes; contract procurement; quality control; programme management; preparation of stock condition data to inform planned work packages; liaison with, for example, residents, local authority, government departments; conducting meetings; stock option appraisals; presenting comprehensive reports to committee, chief officers, resident groups; working with individual and groups of



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residents.

2001 to 2005 **Project Officer**
Nottingham City Council Housing Department

Managing teams supervising projects totalling £7-8million per year, including claims management on technically complex construction related problems.

To be responsible to the team leader for the budgetary control of annual capital and planned revenue projects; undertaking all duties relevant to pre and post contract administration of construction related projects. Undertake complex property inspections, diagnosis of defects, and identification of appropriate remedial action. Undertaking site visits for taking measurements, quality and progress inspections; compiling complex reports to strategic boards, chief officers, project teams and working groups; providing expert technical advice on construction-related subjects.

1999 to 2001 **Building Surveyor**
Nottingham City Council Housing Department

Managing capital & revenue construction-related projects from inception through to completion. Diagnosing mainly technically complex building failures and defects; producing comprehensive reports and specifications for work orders.

1996 to 1999 **Technical Officer**
Nottingham City Council, Environmental Services Department (Public Health)

Private sector enforcement action; identifying building failures and defects, producing comprehensive reports and specifications for work orders, supervising projects from inception through to completion ensuring works are completed on time, to budget and to the required quality.

1981 to 1996 **Contracts Director**
Rawson & Orme Ltd

Managing the day to day running of a small building contractor business including advising customers, preparing quotations and valuations, supervising the execution of the works and settling final accounts on a wide variety of different types of project and construction types, including small repairs to residential, commercial & industrial property, total modernisations & improvement of mainly residential property, new build residential and commercial property.

1980 to 1981 **Architectural Assistant**
Wood Newton Partnership

General architectural duties including producing drawings, undertaking surveys, writing specifications, obtaining planning and building regulations approvals.

1978 to 1980 **Trainee Architectural Technician**
T H Thorpe & Partners

General architectural trainee duties including producing drawings, undertaking basic surveys, assisting in obtaining statutory approvals etc for a wide variety of projects from new build to refurbishment and extension of existing buildings.

Expertise and Skills:



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- 1.0** Understanding of the following standard forms of contract: -
- JCT Minor Works.
 - JCT 98 With/Without Quantities Private/Local Authority editions.
 - PPC 2000 (theory).
- Managing construction projects in accordance with above conditions of contract.
Knowledge of preparation of contract documents. Experience of partnering approach to construction projects.
- 2.0** Understanding of public sector housing: Decent Homes Standard; Housing Health & Safety Rating System; Local Government funding streams.
Extensive knowledge of building pathology and remedial works.
- 3.0** Experienced in use of MS Windows XP and MS Office (Word, Excel), AutoCAD, and peripherals (digital camera, hand held PC etc.).