



## **Apprentice Rural Surveyor H&H Land & Estates**

**Job Title: Apprentice Rural Surveyor (Kendal) - H&H Land & Estates**  
**Reporting to: Head of Land Agency (South Lakes), H&H Land & Estates**

### **Overall Job Purpose:**

To acquire the necessary skills and develop a career as a Rural Surveyor to be able advise clients on all aspects of property related matters; the purchase, sale and lettings of primarily (but not exclusively) rural properties throughout the north of England; and to promote and expand the company's client base.

### **Job Description**

#### *Primary Accountabilities*

1. To acquire the necessary skills in order to undertake the role of Apprentice Rural Surveyor which will include the following:
  - providing a professional service as required by a wide and diverse client base, including all aspects of management, valuation, disposal, planning and development of rural properties.
  - providing professional valuation services to clients, banks, legal representatives, etc.
  - acting in the role of rural property surveyor, including dealing with compensation claims, subsidies for landlord & tenant, environmental stewardships and landlord grant schemes.
  - acting on behalf of clients in respect of all payment schemes including but not exclusively stewardship, basic payment and agri-environmental.
  - improving the public perception of the company by representation at professional society events or farmers' group meetings as required and by face-to-face negotiations with clients.
  - liaising with the Directors of H&H Land and Estates in order to consider ways in which to improve the image and professional service provided by the company.
  - providing information as required to the directors of the company and the group regarding numbers of clients and income received for use in financial reports, budgets and website maintenance.
  - providing information as required to relevant authorised external bodies.
  - monitoring any industry compliance or environmental issues with relevance for the company and to advise colleagues or seek further advice accordingly.
  - assisting with or delegating any administrative requirements in relation to the company.
2. To undertake the relevant apprenticeship programme which will include on-site assessment, evidence gathering and regular meetings with a dedicated assessor.

#### **Secondary Accountabilities**

1. To have an awareness of Health and Safety issues with relevance for the company and to advise colleagues or seek further advice accordingly.
2. Other ad-hoc duties that the employer determines fall within the job-holders capabilities.