

Job Title: Apprentice Construction Inspector (Level 4) -

Fixed term 3 years

Salary: Band 5 £26, 473 - Band 6 £32,061 per annum

(Progression through bands subject to successful continued development and completion of course modules and construction related competencies)

37 Hours per week

We have an exciting opportunity for someone who is looking to progress their career within the construction industry and gain considerable knowledge in the process.

Apprentices will study the Construction Site Supervisor Level 4 HNC/HTQ over two years and use the third year to complete their portfolios and prepare for EPA readiness.

The apprenticeship is 80% work based (in/around Portsmouth) & 20% classroom based at Chichester College

Who are we looking for?

We are looking for a highly motivated person to join our Construction Inspection team with existing building/construction knowledge and relevant nationally recognised construction related qualification. A trade background would be advantageous but is not essential.

As this is a Level 4 Construction Site Supervisor programme, we ask candidates to have a Level 3 qualification or substantial work experience as well as level 2 maths and English.

Candidates must be confident, good communicators and be enthusiastic towards developing within the local authority sector, as well as being keen to learn and gain knowledge in all areas of construction, with the aim of gaining a professional qualification in Construction Site Supervision, which in turn will lead to greater opportunities to progress further.

What can we offer?

We are fully committed to helping you develop your knowledge in Construction Site Inspection by providing a structured programme to help you learn on the job, and gain a broad range of experience maintaining and improving our portfolio of 17,000 housing assets ranging from Victorian terrace houses through to new build properties as well as over 900 corporate assets, including commercial office buildings, leisure and educational facilities and unique buildings such as Southsea Castle and the Spinnaker Tower.



All of our buildings are in close proximity in and around Portsmouth and south east Hampshire, so time spent travelling is minimised.

Typical projects would include fire safety remediation works, planned maintenance schemes, extensions, adaptation, and conversion of existing properties, through to full refurbishment & new build developments.

Whilst you will be working closely with The Principal Construction Inspector, you will also be assisting other construction professionals within the Capital Projects Service.

In addition to regular progress reviews, all apprentices are offered one-to-one sessions with the apprenticeship delivery team.

Key duties will include.

- Working closely with Construction Inspectors & Contract Administrators to ensure that contractors deliver projects to a high standard.
- Assist the team in carrying out regular quality inspections of works to ensure compliance with the specification & drawings.
- Lead inspections on smaller projects such as fire door installations, repairs & refurbishment works.
- Ensure that projects are following Building Regulations and all other current legislation.
- Highlight any Health & Safety issues directly with contractors and report back as necessary.
- Ascertain value for money & confirm quantities on site.
- Be confident in raising potential issues with contractors directly.
- Attend project meetings as & when required and have good communication skills.
- Compile detailed weekly site reports
- Assist as and when required with other building surveys such as snagging, defect investigation, end of defect inspections etc.
- The role will involve accessing tall buildings via scaffolding towers, including climbing ladders to access working platforms, as well as using cradles, mast climbers and other MEWPs.

- Extensive benefits
 - Band 5 £26, 473 - Band 6 £32,061 per annum
 - 27 days leave (rising to 31 after 5 years' service) with bank holidays on top.
 - Access to the excellent Local Government Pension Scheme (LGPS)
 - Mileage allowance between projects



- Staff discounts at a range of companies including supermarkets and high street retailers.
- Full support & mentoring from qualified Construction Inspectors and other experienced team members.
- Regular CPD
- Future career progression with PCC
- Professional but friendly work environment



Who is the person?

1. As this is a Level 4 Site Supervisor programme, we ask candidates to have a Level 3 qualification or substantial work experience as well as level 2 maths and English.
2. Have practical building/ construction knowledge and be enthusiastic in gaining extensive knowledge in construction.
3. Be willing to gain Student Membership with The Institute of Clerks of Works and Construction Inspectorate of GB, progressing to Associate with experience (ICWCI)
4. Be attentive to detail when checking works and materials, demonstrate an ability to lead setting the standard of work expected on site in accordance with the specification,
5. Be confident and assertive when making decisions and informing contractors as necessary.
6. Be willing to gain knowledge and apply construction related health & safety legislation generally, including the CDM Regulations 2015, Control of Asbestos Regulations 2012 and Working at Height Regulation 2005.
7. Demonstrate good IT skills and formulate detailed site reports.
8. Understand technical drawings and solve problems before they arise on site.
9. Have a full driving licence and provide a car for work, as you will be visiting various sites across Portsmouth and will need to travel effectively between them.



Additional information:

Closing date: 16th July 2026

Successfully shortlisted candidates will be contacted and provided with details of an assessment.

Candidates who successfully complete the assessment will be invited for an interview.

There will then be a final onboarding interview with Chichester college.