

JOB DESCRIPTION

POST:	Specification Consultant
REPORTS TO:	Senior Specification Manager
LOCATION:	Scotland
HOURS OF WORK:	8:00am-5:00 pm Monday - Friday Hours as required by client contracts

OBJECTIVE OF ROLE

Due to continued growth, AG are seeking to recruit an experienced Specification Consultant for Scotland. The primary purpose of this role is to increase specifications for AG's paving and hard landscaping solutions – including paving, flagstones, kerbing and related products – by building strong relationships with landscape architects, architects and specifiers.

Through CPD presentations, technical meetings, and proactive specifications support, the successful candidate will promote AG's paving range, securing AG product specifications on projects, and work closely with the sales team to ensure these are converted into orders.

The ideal location for candidates for this role would be the central belt in Scotland.

COMPANY VALUES AND CULTURE:

At AG, we are committed to fostering a positive and inclusive workplace culture that reflects our core values of integrity, sustainability, customer care, wellbeing, and innovation. Our mission is to be the preferred supplier of innovative hard landscaping and building products which create a sustainable built environment. We believe in continuous improvement and encourage our employees to take initiative and drive positive change. Our work environment is built on mutual respect, support, and the shared goal of delivering superior quality products. We value the contribution of each team member and strive to ensure that everyone goes home safe every day, feels valued, and is empowered to grow and succeed within the company.

KEY DUTIES AND RESPONSIBILITIES

1. Work with architects and specifiers to assist in the specification process by promoting value-added solutions across AG's paving and hard landscaping products.
2. Confidently deliver CPD presentations and technical product sessions to individuals and groups of up to 30 attendees, while building relationships through networking events and other professional development activities.
3. Plan and manage a structured programme of client meetings and CPDs to ensure consistent engagement and specification growth.
4. Actively identify project and specification opportunities for AG's hard landscaping range.
5. Develop a comprehensive knowledge of AG's hard landscaping portfolio, while maintaining a general awareness of AG's facing brick and retaining wall solutions.
6. Actively seek out and build relationships with new customers who are not aware of AG or have not specified our products, to expand market presence across the London region.
7. Use the CRM system to manage all client contact, record meetings, & share specification notes.
8. Monitor and report on competitor activity, market trends, and regional opportunities.

9. Provide regular reports or catch-ups on specification growth, CPD activity, and performance against targets, and cooperate with management or other staff to ensure efficient running.
10. Act as a consultant representative by providing feedback from specifiers on project requirements, drawings, and trends to inform new product and service development.
11. Serve as the voice of the customer, ensuring AG's products and services meet market needs and remain competitive.
12. Partner with the regional sales team to facilitate sales/specifications, and pass matured projects to the sales team for order conversion, ensuring a smooth handover process
13. Working closely with the marketing department to help create case studies for flagship projects.
14. Contribute to new marketing concepts and initiatives as and when required.
15. Ensure successful projects and highlighted and promoted through internal and external communication channels.
16. Support clients and the sales teams on-site when required to provide technical advice and ensure correct product application.
17. Act as an advocate for AG's culture and values by demonstrating integrity, sustainability, customer care, wellbeing, and innovation in all aspects of your work and interactions with colleagues.

A specification is when an architect chooses your products to be added to the construction drawings and will ultimately lead to an order.

The above list is not exhaustive but aims to provide a broad range of duties and responsibilities of the post and may be amended as business needs evolve.

Employee Specification:		Specification Consultant (Scotland; GB)
Criteria:	Essential:	Desirable:
Location:	Good geographical knowledge of the region	Ideally located in the Central belt of Scotland
Physical Attributes: e.g. Appearance, Health	Smart business attire Medically fit to meet all the requirements of the job	
Attainments: e.g. Qualifications, experience, training	5 GCSE's including English & Math's grade A-C Computer literate Full clean driving license Previous experience in a specification role involving hard landscaping and building product specification.	A-Levels / Degree Qualification
Aptitudes: e.g. Communication skills Negotiation skills, Influencing skills	Excellent presentation skills Excellent communication and problem-solving skills Ability to recognise commercial opportunities and develop new business Technically competent	Knowledge of the construction industry Experience of SuDS Experience of RIBA Stages Understanding of BS 7533-101
Personality: e.g. Attitude, Reliability, Co-operation	Strong networker /negotiator Positive attitude Reliable Self-motivated Confidence to work independently or as part of a team	
Circumstances: e.g. Flexibility in hours, Mobility, Time keeping	Willingness to travel throughout UK Flexible to work additional hours	

	and make overnight stays away from home, as required Attend internal and external meetings punctually	
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Criteria may be enhanced to facilitate short listing.