

Heritage Consultant

The City Plan group of companies has over 25 years' experience as an industry leading specialist consultancy. With offices in Sydney, Central Coast and the Gold Coast, we provide services in the area of Building Regulations and Certification Services, Accessibility and Heritage Consultancy.

Our team is expanding and as such an opportunity is available for a suitably qualified and motivated Heritage Consultant to join City Plan's Heritage team, providing high level cultural heritage consulting services from our Sydney office.

This opportunity will appeal to heritage consultant who is wishing to further their experience, broaden their skills and career in a highly regarded consultancy involved in a variety of projects across NSW and Australia.

The Position

Reporting to the Heritage Director, the successful applicant will be expected to carry out all the standard roles of a Heritage Consultant. This position will appeal to an exceptional professional with the ability to undertake the following duties:

- Research and preparation of Historical Summary for reports
- Preparation of Heritage Impact Statement
- Preparation of Conservation Management Plans
- Preparation of Heritage Assessment
- Preparation of Interpretation Strategies
- Preparation of Photographic Archival Recordings
- Undertaking site surveys & fabric analysis
- Assistance in Heritage Studies
- Assistance in Project Management
- Assist the team members and Director on a day-to-day basis with technical and administrative tasks as required
- Liaise with Councils, Local Authorities and State Government
- Liaise with clients
- Preparation of simple graphic design and measured drawings if required, but not essential.

Our assessment criteria for this position will include::

- A Graduate qualification in Architecture, Heritage Management or a related discipline.
- 2-3 years' experience working as a Heritage Consultant or in a similar role.
- An understanding of built heritage issues.
- Proven verbal and written communication skills.
- Ability to solve problems and workshop solutions to issues involving heritage matters.
- Have strong organisational, prioritising and time management skills.
- Ability to engage and build relationships with internal and external stakeholders.
- A desire to be involved in the heritage issues of the day that drive the profession.
- Membership to Australia ICOMOS (or eligibility for membership) is desirable.
- Hold a valid driver's licence

The successful applicant will be required to start as soon as possible.

What's in it for you:

Remuneration packages will be negotiated commensurate with qualifications and experience and will include:

- competitive base salary,
- annual performance bonus,
- mentoring opportunities,
- payment annual industry membership fees (ICOMOS); and
- vibrant, supportive office environment;

For more information or to submit your application, please email your CV and a covering letter to Kim Bennett at kimb@cityplan.com.au, or call [8270 3500](tel:82703500).

All enquiries and applications will be treated confidentially.

Applications will be considered upon submission.