



<b>Job Role</b>	Property Surveyor
<b>Department</b>	Operations – Inspections & Snagging
<b>Reports To</b>	Lead Property Surveyor (Technical) / Operations Manager (HR & Admin)
<b>Location</b>	Dubai, UAE (Multi-Emirate Operations)
<b>Employment Type</b>	Full-Time

## ROLE OVERVIEW

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The Property Surveyor is responsible for conducting property inspections and producing detailed snagging reports as an individual or under the guidance of the Lead Property Surveyor. This role requires hands-on technical competence across multiple property types and construction stages, strong documentation skills, and the ability to communicate findings clearly to clients and stakeholders.

## KEY RESPONSIBILITIES

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### Inspection and Reporting

- Conduct thorough inspections of properties at various stages (new construction, DLP, renovations etc) covering structural integrity, plumbing, electrical systems, finishes, and fixtures.
- Identify and document any defects, imperfections, or unfinished work (cracks, leaks, faulty wiring, poor finishing) with photos and videos for clarity.
- Generate comprehensive reports detailing each snag's location, severity, and recommendations for resolution within the company's report format and submission deadlines.
- Discuss findings with clients, contractors, and stakeholders, explaining implications and suggesting solutions.
- Conduct follow-up inspections to verify that identified issues have been addressed effectively by contractors.
- Knowledge of RERA services is an added advantage.

### Project Management and Communication

- Meet project objectives to achieve schedule, quality, and budget milestones, exceeding expectations.
- Serve as a point of contact for clients on-site, addressing inquiries and concerns effectively under the guidance of the Lead Property Surveyor.
- Assist with project inspections as needed, providing on-site support and expertise to the wider team.
- Coordinate with the Lead Property Surveyor and Operations Manager on daily scheduling and workload priorities.
- Take ownership of assigned inspection tasks, demonstrating accountability for timely and accurate completion.

### Professionalism and Development

- Uphold high professional standards, maintaining integrity, impartiality, and objectivity throughout inspections and reporting.
- Continuously stay updated on relevant building codes, regulations, and industry best practices.



- Actively participate in training and development opportunities to enhance technical skills and inspection competence.

## TECHNICAL REQUIREMENTS

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- Competence in snagging and defect identification across architectural, MEP (mechanical, electrical, plumbing), and finishing trades.
- Ability to read and interpret construction drawings, specifications, and Bills of Quantities.
- Working knowledge of UAE building codes and regulations - Dubai Municipality codes, Abu Dhabi QCC standards, and fire and life safety codes.
- Experience with DLP inspections, handover processes, and construction quality assurance workflows.
- Competence in the use of inspection tools and technology: thermal imaging cameras, moisture meters, laser measuring devices, and digital reporting platforms.
- Sound report-writing ability - clear, observational, and structured within defined format standards and submission deadlines.
- Proficiency in MS Word and Excel.

## NON-TECHNICAL REQUIREMENTS

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- Strong attention to detail and a methodical approach to property inspections.
- Effective communication skills - ability to explain technical findings clearly and professionally to clients, contractors, and stakeholders.
- Reliability and accountability - self-managing workload to meet report submission deadlines consistently.
- Multi-emirate operational readiness - willingness to work across the UAE.
- Adaptability - ability to respond to scheduling changes and varying site conditions with a solution-oriented mindset.
- Team orientation - collaborative approach when working alongside senior surveyors and fellow engineers on larger inspections.
- Professional demeanour and the ability to represent The Snag Master's brand values in all client interactions.

## QUALIFICATIONS & EXPERIENCE

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### Essential

- Bachelor's degree in Civil Engineering, Architecture or a closely related discipline.
- Minimum 2–4 years of experience in property inspection, snagging, or construction quality assurance.
- Demonstrable hands-on inspection experience across apartments, villas, or townhouses.
- Proficiency in MS Word and Excel.
- Fluency in spoken and written English.
- Valid UAE driving licence.

### Desirable

- Experience working within the UAE real estate and construction market.
- Familiarity with RERA regulatory requirements and associated service deliverables.
- InterNACHI certification
- Arabic language proficiency (in addition to English fluency).



## WHAT WE OFFER

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- Hands-on experience across diverse property types and construction stages in a growing specialist company.
- Structured career development pathway with mentorship from the Lead Property Surveyor.
- Multi-emirate exposure across the UAE.
- Collaborative working environment with a focus on professional growth.
- Competitive compensation package commensurate with experience and qualifications.

## REPORTING HIERARCHY

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- Technical Matters: Lead Property Surveyor
- Human Resources and Administrative Matters: Operations Manager

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*This job description is intended to outline the general nature and scope of the role. It is not an exhaustive list of all duties and may be amended at management's discretion as operational needs evolve.*