



JOB DESCRIPTION

Job title
Principle Acoustic Consultant
Name of person or job role reporting to
Director
Responsibilities
<ul style="list-style-type: none">• A Principle Acoustic Consultant is responsible for undertaking acoustic consultancy design work, liaising with clients and colleagues to provide guidance as required on projects with an emphasis on more demanding projects where a level of experience above the general project level undertaken at Senior Consultant grade is required• To provide Associates and Directors with technical and project support on more advanced projects, with the ability to lead and co-ordinate junior staff to ensure completion of work as part of a larger project team. To manage high level and large projects with minimal assistance from more senior staff• To represent the company in planning and licensing hearings, providing technical witness guidance commensurate with the level of project work undertaken• Principal Consultant grade staff will have overall report responsibility to the Acoustics Director (or nominated deputy) and will also be expected to manage projects and take responsibility for managing project staff, as well as to take instructions from Project Managers for specific larger project-related work and to take appropriate guidance from staff of grades more senior• The candidate will assist the Team Leader and other designated members of the team to expand and develop the RSK business, and provide a direct link and resource to assist when required• The candidate will help the Team Leader to manage the team and ensure that all lower grades are suitably supported• When on site, be aware of any other environmental requirements we could offer as a company i.e. asbestos surveys/air monitoring and inform client; passing enquiry/lead through to relevant department• Helping/assisting colleagues when they are under pressure with a deadline• Provide on-site training and acoustic training to staff and other members of the RSK team• Review WIP sheet entries for more junior staff• Review Tenders, Technical Reports, Models and Calculation Sheets for a range of

technical areas, providing constructive feedback to authors

- Undertake Site Inspections and Project Reviews for other members of the team
- Dealing with client and internal enquiries with a courteous & prompt service
- Producing tenders, proposals and bids for large and unusual works (this to include liaising with RSK support services to perform credit checks, contractual reviews etc. and helping junior members of staff do the same)
- Prepare Method Statement & Health & Safety Plan for each Project
- Organise onsite works – equipment hire, travel, hotels, site access etc
- Undertake noise/vibration monitoring as per project requirement or manage other staff undertaking this work – this is likely to involve day, night and potentially weekend work, and travel throughout the UK. Where work is undertaken outside of standard hours lieu time will be awarded, and in certain cases (through liaison with Team Leader) over time may be awarded
- Manage junior consultants in the downloading of noise and vibration meter data and the undertaking of analysis for projects
- Undertake, and review others, computational noise modeling and manual calculations (Building and Environmental Acoustics) where project require with support from the Team Leader
- Be aware of and familiar with the required standards (BS4142, BS5228, BS8233, ETSU-97, BB93 etc) for the intended work
- Communicate in good time with client any delays or problems with meeting deadlines
- Ensure that the team maintains client confidentiality is maintained throughout project and be aware of any potentially sensitive issues
- Maintain an accurate written and photographic record of the works & of any conversations with client
- Ensure that information is correctly processed - checks works & corrects mistakes promptly
- Puts personal energy & commitment into completing a piece of work & doing it to the best ability
- Looks for ways to meet & exceed challenging performance standards & targets setting personal goals at or beyond business expectations
- Puts in extra effort when required to meet targets/deadlines
- Once Projects have been awarded, complete relevant RSK online documentation
- Where required as part of the project, undertaken stakeholder consultation exercise (Local Authorities, Environment Agency, SEPA etc)
- In advance of site works and reporting, identify team members required for the works

and issue task description to members

- Liaise with client/contractors or internal contacts to obtain information required for modeling exercise
- Produce reports ready for technical review by Technical Lead and project review by Project Manager
- Manage WIP throughout the life of the project and raise invoice for project or liaise with PM to invoice incurred costs
- Undertake peer review of calculations, models, tenders and technical reports
- Keep up to date on current internal/external procedures & regulations
- Take personal responsibility for resolving any client concerns
- Mentor and manage junior members of the team where deputised as team leader in absence of Director
- In periods of quiet project work, to proactively seek work including face to face client meetings and contact with internal RSK contacts
- Undertake basic contract review and facilitate client contract negotiations
- In advance of site works and reporting, identify team members required for the works and issue task description to members
- Supporting the team to achieve financial KPIs (utilisation and supporting budget management)
- Preparation of evidence for Public Inquiries and where required delivering the evidence on behalf of the team
- Manage projects with diligence, good communication, technically accurate, financial awareness and within RSKA guidelines and procedures

Qualifications/Experience

- IOA Diploma in Acoustics and Noise Control or first degree with equivalent level of acoustic content and at least 9 years specific relevant experience in the field
- It is expected that the Principle Consultant would hold a valid CSCS card and Rail Access Authorisation, or undertake such training as and when required as part of the role
- A valid UK or EU driving licence

Memberships

- Would typically have membership of the corporate membership of the Institute of Acoustics (MIOA) and be working towards Chartered status. RSK can assist with sponsorship for applications, and will pay annual subscriptions for up to one professional body

Fundamental Skills Required:

- Excellent understanding of project and site health and safety, our duties as part of the CDM requirements as designers
- Excellent interpersonal and presentation skills. This includes pro-active communication and liaison with staff across different RSKA offices, and communication with other RSK businesses
- Excellent oral and written skills
- Actively engage in weekly CPD with regular presentation of CPD to the team
- Excellent practical skills
- Excellent time management skills
- Ability to remain calm, polite, helpful and be able to focus under stress and be firm when required
- Highly numerate, as noise and vibration work will require regular use of logarithms and other mathematical formulae
- Well organised thorough, tidy and methodical approach
- Computer literate, high level experienced with a recognised Noise Modelling Package (i.e. SoundPlan, CadnaA, IMMI, CATT, Odeon or equivalent); and be able to quickly adapt to using other bespoke software packages
- Able to provide training to junior staff members
- Flexible and self motivating, but with the ability to work as part of a team
- Ability to work unsupervised using judgement, initiative and taking responsibility
- Substantial experience of noise/vibration monitoring
- Comfortable with using Excel to undertake data processing tasks and acoustic calculations
- An excellent understanding of project finances and project financial control
- Able to undertake environmental noise measurement and measurements of specific sources, such as machinery and non-ideal situations
- Able to undertake noise/vibration surveys for planning assessments and review on the fly where any monitors would be setup
- Possess an ability to adapt current knowledge to a range of situations, and to identify when and where to seek help from other sources when the limit of knowledge is reached
- The ability to investigate specific problems and troubleshoot issues requiring adaptation of knowledge and technique
- Good people management skills

- Able to write letters and reports for planning and design purposes to communicate design recommendations, including legal and technical appraisal and argument which can stand up to cross examination
- Experience of contract review
- Experience of mentoring more junior members of staff in both consulting and technical fields
- Experienced in business development and preparation of tenders, proposals and bids for advanced projects, where feasibility, project stage programming, alternative fee structures, novation and long timescales are involved. This to include methodology development, costing and contractual reviews
- Competence in the use of relevant admin software (such as focal point)
- The ability to manage a significant number of large and small projects concurrently and to help manage junior staff members
- Able to research and analyse new relevant standards and guidance document and produce standard company text for inclusion in report and provide CPU training to keep the team updated
- Able to attend site in order to undertake advanced diagnostic noise and/or vibration survey work, as well as to inspect constructions in progress and investigate problems as appropriate to the advanced level of expertise commensurate with the post

Technical (desirable)

- A Principal Consultant would typically be expected to also be able to undertake 75% of the below

Architectural Acoustics

- Calculations to determine for the airborne sound insulation of building facades, and the ability to understand the wider construction and technical issues associated with façade design, which may span areas other than acoustics. This would include small element analysis, the use of ISO140 for field and laboratory testing and large scale buildings using mixed construction forms and advanced constructions such as curtain walling. An understanding of related issues such as the interaction of thermal performance with acoustic issues is important
- Calculations to determine the reverberation time within spaces, along with specialised facilities with particular client needs such as theatres and video conferencing suites. An understanding and ability to inform in respect of the more involved requirements for such

spaces such as variable acoustics for multiple use types, the use of reflectors for propagation enhancement, clarity, intelligibility and issues arising from special use groups

- Assessment of the sound insulation of the full range of internal floors and walls in various situations, including high performance facilities such as night clubs and unusual bespoke constructions
- A knowledge of the acoustic performance of building construction methods using the full range of materials, with the ability to consider new and innovative materials also. An ability to research and seek guidance where published data is unavailable, to enable effective consultancy advice to be given to a client
- Advanced detailing for intersections between construction elements within buildings commensurate with achieving specific levels of sound insulation and in bespoke situations
- Undertake sound insulation tests in common situations such as residential dwellings and schools, along with large scale commercial operations such as cinemas

Mechanical Services

- Calculations of noise from a wide range of mechanical services plant including air handling, cooling and emergency generation plant to internal spaces and in the atmosphere, with the ability to adapt to difficult site conditions and unfamiliar equipment in unusual environments
- Calculations of noise breakout from plant rooms both to external and internal spaces and how this can be mitigated

Environmental Acoustics

- Calculations of noise from transportation noise sources using published methods, but with the ability to adapt techniques as appropriate for specific project requirements, in a robust defensible way that will withstand legal cross examination
- Calculations of the noise impact of noise from industrial operations, both existing and for planning
- Undertake environmental noise measurements and measurements of specific sources, with the ability to investigate specific problems and troubleshoot issues requiring adaptation of knowledge and technique
- Prepare and review noise and vibration monitoring methodologies for a range of assessment types
- Undertake to a high standard assessments and noise monitoring in line with guidance in BS 5228
- Undertake to a high standard modelling, assessment and reporting for residential and



mixed-use developments (outline, full planning and reserved matters)

Dynamics

- Should have a comprehensive understanding of the principles of dynamics monitoring and be well versed in asset protection
- Experience at all stages of dynamics assessment from scoping through to delivery;
- Able to establish the scale of monitoring required and recommend installation locations
- Ability to manage and instruct a team during the installation and demobilisation of monitoring equipment

I hereby agree that I have read and understood the job description.

Signed

Date

Name