

# Estates manager

Estates managers make sure that our hospitals and other sites are the safest, most environmentally-friendly and best possible places to be for patients, staff and visitors.

## Working life

As an estates manager, you're responsible responsible for maintaining NHS properties. This may include:

- buying and selling of property
- organising repairs and maintenance
- project managing building and renovations
- making the NHS more sustainable



In many hospitals, you're also responsible for facilities management. This can include domestic and hotel services <sup>[1]</sup>, catering <sup>[2]</sup> and laundry teams.

Senior estates managers work strategically to plan:

- the design and building of new hospitals and clinics
- changes to contracts for services to the NHS
- selling or redeveloping sites no longer required
- meeting targets around net zero carbon emissions

At any level estates managers have responsibility for:

- developing policies
- recruiting and training staff
- managing absence and discipline
- controlling budgets

## Matt Gitsham

### Carbon and energy manager

Sustainability is only going to become more and more important, so don't hesitate to get trained up and start helping us develop a sustainable planet

[Read Matt's story](#) <sup>[3]</sup>

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## Pay and conditions

Estates managers working in the NHS are paid at band 7 of the [Agenda for Change \(AfC\) pay system](#) <sup>[4]</sup>. With further training and experience, you could apply for more senior positions up to band 9. You'll work standard hours of around 37.5 a week. The job may involve attending meetings or events in the evenings or at weekends.

As an estates manager, you're responsible for day to day estates operations

You'll also have access to our generous pension scheme and health service discounts, as well as 27 days of annual leave, plus bank holidays, which increases the longer you're in service.

## Entry requirements

Although there are no set entry requirements, some employers may ask for a relevant qualification eg building surveying, property management or facilities management

Some estates managers join the NHS as estates technicians and become managers with experience and further qualifications. You may have the opportunity to do an apprenticeship. Employers may ask for a driving licence.

## Personal characteristics and skills

You'll need

- an interest in buildings and property
- be able work on several different projects at once
- be able to meet deadlines
- work with contractors and others from the construction industry
- communication skills
- negotiating skills
- organisational skills
- project management skills
- business skills

# Training and development

Your training will include an introduction to the department and its systems and procedures. You will be expected to keep your skills and knowledge up to date by going on short courses on particular topics such as risk analysis or contract management. You may be encouraged to take further qualifications in, for example, project management. You could also become a member of relevant professional institutions.

## Where the role can lead

With experience, you can progress to become a senior manager such as an area manager or estates director.

- **Live vacancies**

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## Other roles that may interest you

- [Emergency care assistant](#) <sup>[5]</sup>
- [Patient Transport Service PTS call handler](#) <sup>[6]</sup>
- [Dental therapist](#) <sup>[7]</sup>
- [Ophthalmology](#) <sup>[8]</sup>

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