

Valuation & Lease Advisory Department

General Practice Surveyor

Role location:

Enfield / St Albans

Reporting to:

Head of Professional Services

Date posted:

October 2025

Overview

To work within the Lease Advisory and Valuation departments of Kirkby Diamond advising clients, senior colleagues and, when appropriate, the Partners in relation to all valuation and lease advisory matters.

Advise, seek out and deliver professional commercial instructions for Kirkby Diamond, and your own professional network.

Provide assistance to other departments as and when the need arises.

Location

We are flexible in terms of working location between our St Albans office and/or our Enfield office. However, you will be expected to travel to our other offices (Milton Keynes, Bedford, Luton) as the need arises. The role will involve inspection of properties and providing valuation advice to clients in South Hertfordshire and North London.

Sector

Valuation and Lease Advisory

Reports to Partner or Head of Department of each division as applicable.

Main purpose of job

To provide quality valuation and landlord and tenant advice, seek out new opportunities and support the other departments within Kirkby Diamond.

When / where appropriate undertake valuation/lease advisory instructions for existing Kirkby Diamond clients and with wider support to increase your professional network to generate your own work stream. Provide assistance to other departments as and when the need arises.

Qualifications and /or experience needed

- › Be MRICS qualified and an RICS Registered Valuer with a minimum of three years post qualified experience.
- › Experienced in providing valuation advice to both private and institutional clients.
- › Experienced in providing loan security advice to a variety of banking clients.
- › Commercial valuation experience in retail, office and industrial properties is essential.
- › Experience in Leasehold Reform valuations not essential but preferred.
- › To represent the practice as a valuer and always promote its best interests.
- › To develop and maintain a strong client base specifically in valuation matters, but also generally.
- › To support the development of junior colleagues within the firm.
- › To provide assistance to others within the valuation department. To take instructions and guidance from all qualified members of the valuation team, senior colleagues or the Partners when applicable.
- › Provide assistance to other departments as and when the need arises.
- › To comply with the RICS membership regulations in so far as they apply to you as a valuer.
- › To diligently handle all instructions and to maintain comprehensive records for all work undertaken.
- › To encourage CPD activities to meet the RICS requirement
- › To carry out / assist with day-to-day duties including:
 - To undertake inspections in line with RICS requirements
 - Undertake due diligence on valuation cases
 - Source and analyse suitable comparable evidence
 - To be aware of market activity and values in the markets we operate in
 - Prepare valuation reports for private clients on a variety of purposes.
 - Prepare valuation reports for banking clients
 - To monitor the market place in respect of information technology / systems / software which may be of benefit to the practice and to advise accordingly

General Responsibilities and activities

Undertaking work as directed in a diligent and responsible manner. Valuers are responsible both individually as well as collectively in developing and sustaining workload through regular departmental marketing activities.

Contact inside The Practice

Partners, Associates, Senior Surveyors and Support Staff on a day-to-day basis – face to face, by telephone, email or in writing.

Contact outside The Practice

To contact clients regularly either face to face, by telephone, email or letter.

For valuation work, private clients including solicitors' accountants etc. and their staff. Banking clients including local relationship managers– regularly to make contact either face to face, email, telephone or in writing by letter. For lease advisory instructions, clients include private individuals, commercial occupiers, property companies and institutional funds.

Other Points

This is a challenging position requiring the person to be diligent with the tasks they are required to undertake. There is also further opportunity to increase Kirkby Diamond presence in the local markets the role will cover, which can be a rewarding proposition to a motivated individual. The successful candidate will be expected to conduct themselves at all times in accordance with the RICS professional and ethical standards.

What's in it for you?

1. Competitive salary dependent on experience.
2. Discretionary commission.
3. 25 days holiday per year.
4. Travel and out of pocket business expenses.
5. Westfield Health scheme.

About Kirkby Diamond

We're a leading team of property consultants and chartered surveyors with offices in Milton Keynes, Bedford, Luton, Enfield and St Albans, and we're proud to be part of the regions we help shape. We bring specialist insight to every stage of a property's lifecycle through our range of services.

Our purpose is to make property more human, but it's our people who make Kirkby Diamond different. They're the ones who find clarity where others see complexity, they're the changemakers who bring character to every space we shape. At the root of what we do as a business however, we empower our people. Here at KD, ambition is supported, ideas are heard, and individuality isn't just accepted – it's valued. We invite those who share these values to apply to join our team.

Discover some of our **recent news & insights** or visit **our LinkedIn page**.

Application process

To apply, please send your CV with a covering note to: **recruitment@kirkbydiamond.co.uk**.



Multi award-winning property consultants and chartered surveyors:

Sales, Lettings & Acquisitions | Land, Planning & Development | Building Consultancy | Valuation | Lease Advisory & Asset Management | Property Management | Drone Photography & Video

Milton Keynes 01908 678 800

Bedford 01234 905 128

Luton 01582 738 866

St Albans 01727 575 445

Enfield 020 8367 5511