

Job Description – Design Manager/Senior Design Manager

Job Details

Job Title:

Senior Design Manager/Design Manager – Caxton Façades

Department:

Caxton Façades

Reporting to:

Contracts Director / Senior Leadership Team

Location:

Derby

Purpose of the Role

The Design Manager/Senior Design Manager is responsible for leading and managing the full façade design process across multiple projects, ensuring that all design outputs are technically robust, compliant, coordinated, and aligned with programme and commercial objectives.

This role is critical in delivering high-quality façade systems that meet performance, safety, and aesthetic requirements while supporting successful project delivery from tender through to completion.

Key Responsibilities

- Lead and manage the façade design process across multiple projects
 - Ensure all design outputs are accurate, coordinated, compliant, and buildable
 - Oversee the production and review of drawings, specifications, and technical submittals
 - Manage design programmes in line with project timelines
 - Chair and lead design team meetings with internal and external stakeholders
 - Coordinate with architects, structural engineers, MEP consultants, and supply chain partners
 - Identify, manage, and mitigate design risks and clashes
 - Ensure design information is issued in accordance with company procedures and document control systems
 - Provide regular progress updates to senior management and project teams
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Design Leadership & Technical Oversight

- Provide technical leadership across our façade projects and systems including:
 - Stofix Brickslip Cladding
 - Rainscreen & aluminium cladding
 - Curtain walling / Windows and glazing
 - SFS and envelope systems
 - Review and approve design details, calculations, and specifications
 - Ensure compliance with:
 - Building Regulations (including Part B – Fire Safety)
 - Building Safety Act 2022
 - Relevant British Standards and industry guidance
 - Oversee façade performance requirements (thermal, structural, weatherproofing)
 - Ensure design solutions are practical, efficient, and aligned with construction methodologies as agreed with our technical and operations teams
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Programme & Commercial Management

- Develop and manage design programmes and deliverable schedules with assistance from our Planner and Operational lead
 - Align design activities with procurement and construction programmes
 - Understand and manage the commercial implications of design decisions, collaborate with our senior leadership and commercial team for best value solutions
 - Support value engineering and cost-effective design solutions
 - Work closely with commercial and procurement teams
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Health, Safety & Compliance

- Promote safe design principles and compliance with CDM Regulations
 - Ensure design risk assessments are carried out and documented by us or our 3rd party appointed designers
 - Contribute to the development of safe systems of work with our operational team
 - Ensure compliance with relevant health, safety, and regulatory requirements
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Communication & Stakeholder Management

- Build and maintain strong relationships with:
 - Our Caxton Façades team
 - Clients
 - Main contractors
 - Consultant teams
 - Supply chain partners
 - Communicate technical information clearly and effectively
 - Manage expectations and resolve design-related issues
 - Provide leadership and direction to the design team
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Team Leadership & Management

- Lead, mentor, and develop design team members
 - Allocate resources effectively across multiple projects
 - Drive performance, accountability, and continuous improvement
 - Support the development of junior and intermediate designers
 - Foster a collaborative and high-performing team culture
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Systems & Software

- AutoCAD (essential)
 - Revit / BIM tools (desirable)
 - Microsoft Office Suite
 - Document control systems
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Personal Development

- Maintain up-to-date knowledge of façade design, regulations, and industry trends
 - Undertake relevant CPD and training
 - Contribute to continuous improvement of design processes and standards
 - Share knowledge and best practice across the team
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General Responsibilities

- Act in line with company values: Trust, Respect, Integrity, and Passion
- Maintain high standards of professionalism and technical excellence

- Take ownership of design outcomes and project delivery
 - Support wider business objectives and strategic goals
 - Undertake additional responsibilities as required
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Key Relationships

Internal:

- Design team
- Technical support team
- Operations team / Project & Site Managers
- Commercial & Procurement teams
- Senior leadership team

External:

- Clients
 - Architects
 - Engineers
 - Main contractors
 - Suppliers and subcontractors
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Success Measures

- Successful delivery of coordinated, compliant, and buildable design packages
- Projects delivered on time and within budget
- Effective management of design risks and issues
- High levels of client and stakeholder satisfaction
- Development and performance of the design team
- Contribution to business growth and operational excellence

Please send all enquiries and CVs to:

Tom Prince – Contracts Director
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AND

Tom Mortlock – Managing Director
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