

JOB DESCRIPTION

Job title: QUANTITY SURVEYOR

Are you interested in working for a company that has progressed from a small, family-run business to a £27m turnover company, trusted by some of the country's most well-known brands?

Smith Brothers (Contracting) Ltd it's an HV Electrical Contractor undertaking Transmission & Distribution activities. We specialise in the design, supply, installation, maintenance and commissioning of electrical infrastructures for a varied range of electricity utility companies and renewable energy developers throughout the UK and Ireland.

The Role

The position involves:

- Working as part of the Operations team and interfacing on a regular basis with our Commercial, Finance and Engineering departments and other support functions
- Working directly with local project sites and Project / Site Managers to ensure optimum delivery of projects
- Reporting directly to the Operations Manager

In return Smith Brothers Contracting Ltd provides

- Permanent contract and a rewarding career
- Constant training
- Pension contributions
- Benefits in kind: Life Insurance & Private Health Insurance
- 22 days holiday plus Bank Holidays
- Safe working environment (OHAS 18001 and BS EN ISO 14001:2004 accredited) and a
- Fully expensed vehicle.

If you're interested, please send your CV as soon as possible to ana@smithbrothersltd.co.uk

Responsibilities

The successful applicant will ensure the following duties are carried out:

- Procurement of sub-contractors and the preparation of contract documents.
- Preparation of initial project budgets and thereafter maintaining them on a regular basis through the life cycle of the project.
- Preparation and agreement of variations for both the civil and electrical works with clients.
- Preparation of valuation claims based on the milestone payments set up by client.
- Ensure that a detailed measure of works completed is maintained on an ongoing basis.
- Apply stringent commercial awareness when splitting these milestone payments to ensure that cash flow is maximized.
- Timely submission of cost/value reconciliations
- Manage sub-contractor valuations and associated payments
- Maintain labour resource scheduling in conjunction with the Project Managers.
- Maintain accurate cost reporting systems and associated projections
- Completion of internal monthly cost forecasting and project reviews.
- Preparation of all final account documentation.

- Provide technical support and problem solving in relation to civil and construction design and installation processes.
- Efficient use of the company IT systems for document control between Smith Brothers (Contracting) Ltd, Client, designers and sub-contractors
- Assist in developing and improving all relevant IT reporting and control systems within your sphere of operation.
- Attendance at meetings as required.

Essential criteria

- A third level qualification in Quantity Surveying with a minimum of at least two years post qualification experience preferably in a construction environment with a civil or electrical engineering bias.
- Highly IT literate with experience of applying general / specialist packages within QS context.
- Previous experience of negotiating and interpreting conditions of contract.
- Excellent communication and negotiation skills combined with the analytical and problem-solving skills to reach realistic workable solutions.
- A strong commercial focus with an ability to work under pressure and meet tight deadlines.
- Ability to use initiative to develop new approaches and improve systems.
- The flexibility and adaptability to succeed within a demanding business with high levels of motivation and evidence of being a self-starter.
- Good decision making and problem-solving skills and the ability to work on own initiative with minimum supervision.
- Ability to work effectively as a member of a team and be able to negotiate and use conflict resolution skills where appropriate.
- A flexible / adaptable approach to job role, working away from home when required and to a fast-changing business environment.
- Highly motivated with strong levels of accountability and ownership.
- A working knowledge of Standard forms of Contract

Desirable criteria

An understanding or awareness of the electrical contracting industry or broader utility environment would be advantageous.

General criteria

This position will be based in Elland, West Yorkshire. However, travel will be required throughout GB and Ireland.

Required experience: Post qualification - 2 years

Required licence or certification: Driver's licence

Smith Brothers Contracting Ltd is committed to providing equal opportunities for all.

No Recruitment Agencies – Smith Brothers has its own internal recruitment team, therefore we respectfully request that recruitment agencies refrain from submitting speculative CV's or from making contact outside of the relationships currently in existence. Speculative CVs that are still sent across will not be considered.