

## Assistant Project Manager

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Company: Cityscape Recruitment

Location: Brighton

Category: construction-and-extraction

### Assistant Project Manager

Brighton

£40,000 - £60,000 + Benefits

#### About the company

Our client is a leading UK-based construction company specialising in reinforced concrete frames and groundworks. Our client has a turnover of over £130 million per annum with project values varied from £10m - £50m. Our client's expertise spans a wide range of Infrastructure, commercial and residential projects.

#### About the Opportunity

- \* As the Assistant Project Manager you will be working closely with the Project Manager on day to day running of site and planning on upcoming works.
- \* Attend main contractor weekly site meetings along with the Project Manager
- \* Assist in compiling weekly internal progress report.
- \* Compile RAMS for activities, working alongside Project Manager and Foremen.
- \* Attend planning meetings along with Project Manager.
- \* Be a presence onsite to ensure that work is carried out in accordance with company Quality Assurance and Health & Safety standards.

#### About the requirements

- \* Bachelor's degree in Construction Management, Engineering or a related field.
- \* 2+ years of experience in project management or a related field within construction
- \* Strong organizational and time management skills.

- \* Excellent written and verbal communication skills.
- \* Proficient in Microsoft Office Suite (Word, Excel, PowerPoint).
- \* Ability to work independently and as part of a team.

About the Benefits and Rewards

Salary range of £40,000 - £60,000 per annum.

Packages includes:

- \* Travel allowance OR company vehicle.
- \* Bonus scheme
- \* Pension
- \* Laptop
- \* Phone etc.

Please apply or contact Bradley at Cityscape Recruitment for more information

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