

Billable Works Manager - Kineton

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Company: Mainstay Recruitment Solutions Ltd

Location: Ladbroke

Category: other-general

Project Manager

£45,000 + car Allowance

Banbury

Mainstay are currently working with a well-established company who are looking to recruit for a project manager to cover four sites within Banbury, Lichfield, Whittington, and Northfield. This role will involve managing multiple different mechanical, electrical and building projects from cradle to grave.

The ideal candidate will have previous experience managing construction or FM projects within a hard and soft service background and have delivered multiple projects at once.

Role:

Oversee delivery of Billable Works (projects) in accordance with Government Regulatory and Statutory undertakings, complying with all Health & Safety and Environmental standards and policies.

Monitor contractors to ensure suitably qualified and experienced operatives are directed to relevant tasks to achieve safe working, timely delivery and required quality and all performance indicators are consistently achieved.

Review Risk Assessments and Method Statements to ensure they are to an acceptable standard.

Ensure all works are delivered to the relevant H&S standards/rules.

Confer with stakeholders to agree the requirement, manage the design and scope process to provide a tender package.

Work with the commercial team to manage the tender process, review and evaluate technical proposals, provide a customer price that is VFM.

Support end users and management in providing optimal solutions to customer requirements to resolve end user issues.

Deliver works to client for carbon reduction and sustainability targets.

Manage cost and stakeholder expectation through excellent communication and sound commercial decisions to ensure value for money.

Work with all stakeholders to support the management and mitigation of contract risk.

Ensure appropriate work plans and budgets are in place to achieve programmes and financial commitments, whilst meeting the changing operational need.

Progress tasks end to end through the Maximo IT management system

Ensure all documentation relating to Billable Works are completed and distributed in a timely manner, including upload to the Sharepoint system

Candidate:

The candidate will ideally have mechanical or electrical qualification or qualifications within a building maintenance environment e., HND in building or electrical or mechanical engineering.

Experience of supervising staff and site operations.

In depth knowledge of the industry standards and regulations

Excellent written and verbal communication skills

Highly organised and strong attention to detail

SMSTS or equivalent qualification.

Previous use of CAFM system

Full UK driver's license

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