

Contracts Manager - Planned works

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Company: Anderselite

Location: East Sussex

Category: other-general

Contracts Manager – planned works

Remuneration: £50,-£55, per annum plus car allowance and benefits

Type: Permanent (Monday to Friday)

Location: East Sussex

One of the largest property services contractors in the UK is seeking a proactive Contracts Manager to spearhead Planned Works initiatives within East Sussex. As part of enduring partnerships with Local Authorities and Housing Association clients, you will oversee a range of internal and external refurbishment projects, including kitchen and bathroom renovations utilizing a network of subcontractors.

As such, this role presents an exceptional opportunity for a motivated and ambitious Contracts Manager (or a Site Manager poised for progression) with experience managing planned works in social housing. Your pivotal role will involve managing contracts and leading a dedicated team towards project success.

Core duties:

- Ensure timely and budget-compliant project delivery.
- Demonstrate expertise as a Contracts Manager in social housing and planned maintenance projects.
- Drive workforce motivation to meet project deadlines and financial targets.

- Prioritize quality, customer service, and project delivery.
- Enhance contract profitability through pricing and executing additional works.
- Foster client and tenant satisfaction through effective communication and problem-solving.
- Oversee process management and customer relations.
- Exhibit financial acumen related to contract performance.

What we require from you:

- Minimum of 3 years' experience working in a similar role
- Proven experience working in a similar role overseeing planned maintenance works.
- Valid SMSTS, First Aid and CSCS cards
- IT literate and conversant with Microsoft Office, Outlook, and Project
- High level of self-motivation, organisational ability, and drive to meet deadlines.

The client has over 35 branches nationwide with a proven track record in developing all members of staff to reach their full potential.

This is a full-time, permanent position offering a competitive salary inclusive of a Car/Allowance and comprehensive benefits package. You will be reporting directly to the Operations Manager and play a vital role in driving continued success.

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