

## Quantity Surveyor

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Company: TA Knox Ltd

Location: Stockport

Category: construction-and-extraction

### Quantity Surveyor

T A Knox formed in 1962 is a family run dynamic and innovative interior fit-out company dedicated to transforming spaces into functional and aesthetically pleasing environments. With a commitment to excellence and a focus on delivering high-quality projects, we are seeking a skilled Quantity Surveyor to join our team and play a pivotal role in ensuring the successful execution of interior fit-out projects.

### Job Description:

As a Quantity Surveyor specialising in construction fit out, you will play a crucial role in managing the costs and contractual aspects of our projects. Your responsibilities will include, but are not limited to:

### Cost Estimation and Budgeting:

- \* Conducting thorough cost estimates for fit-out projects, considering materials, labor, equipment, and overhead costs.

- \* Developing and managing project budgets to ensure financial efficiency and profitability.

- \* Providing accurate cost advice to project stakeholders at various stages of the project lifecycle.

#### Procurement and Contract Management:

- \* Liaising with suppliers, subcontractors, and vendors to obtain competitive bids and quotations for materials and services.

- \* Negotiating favourable terms and conditions for contracts and agreements.

- \* Administering contracts and ensuring compliance with contractual obligations throughout the project duration.

#### Cost Control and Value Engineering:

- \* Monitoring project expenditures and identifying potential cost-saving opportunities.

- \* Implementing cost control measures to prevent budget overruns and minimize financial risks.

- \* Collaborating with the project team to identify value engineering options without compromising quality or design intent.

#### Quantity Take-off and Measurement:

- \* Conducting detailed quantity take-offs and measurements from construction drawings and specifications.

- \* Verifying quantities of materials and components required for fit-out works.

- \* Maintaining accurate records of quantities for billing, progress payments, and variations.

#### \* Variation and Claims Management:

- \* Assessing and evaluating variations to the contract scope and issuing appropriate variations orders.
- \* Managing and resolving contractual claims and disputes in a timely and efficient manner.
- \* Providing support during dispute resolution processes, including negotiation, mediation, or arbitration.

#### Reporting and Documentation:

- \* Preparing comprehensive reports, cost forecasts, and financial analyses for project stakeholders.
- \* Documenting all cost-related transactions, communications, and decisions for audit and reference purposes.
- \* Ensuring compliance with relevant industry standards, regulations, and quality management systems.

#### Requirements:

- \* Bachelor's degree in Quantity Surveying, Construction Management, or a related field.
- \* Proven experience as a Quantity Surveyor in construction fit-out projects, preferably within the commercial or retail sector.
- \* Strong knowledge of construction methods, materials, and building codes.
- \* Proficiency in quantity surveying software and tools (e.g., CostX, Bluebeam, AutoCAD).
- \* Excellent analytical and problem-solving skills with a keen attention to detail.
- \* Effective communication and negotiation abilities, with the capacity to build and maintain

positive relationships with stakeholders.

\* Ability to work independently and collaboratively in a fast-paced environment, managing multiple tasks and priorities simultaneously.

\* Membership or eligibility for membership with relevant professional bodies (e.g., RICS, AIQS) is advantageous.

\* Joining T A Knox offers an exciting opportunity to work on diverse and challenging fit-out projects, contributing to the success and growth of our organization. If you are a dedicated Quantity Surveyor with a passion for construction excellence, we encourage you to apply and become part of our dynamic team.

T A Knox is an equal opportunity employer and values diversity in the workplace. We welcome applications from all qualified individuals, regardless of race, ethnicity, gender, sexual orientation, religion, disability, or age.

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