

Senior Quantity Surveyor

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Company: TRS Staffing Solutions

Location: United Kingdom

Category: business-and-financial-operations

My client is a leading Utilities contractor and they are looking to recruit an experienced Quantity Surveyor to join their team in Warrington.

The Senior Quantity Surveyor will be required to maintain commercial control of direct labour, subcontractors, plant, material, consumable and administration costs, and project valuation; cost control and cost management and the validation of progress data to ensure accurate reporting.

Responsibilities

Knowledge, understanding and administration of respective entitlements and obligations under the main contract and sub-contracts

Commercial start-up – set up cost codes / baseline forecast / cost coded BOQ.

Preparation of Early Warning Notices and Compensation Events, to ensure we receive full entitlement in line with the Contract

Administration of contract records

Assisting the management of sub-contract payments including negotiation of subcontract variations and monitoring and reconciliation of contra-charge accounts

Produce and manage procurement schedule in line with project programme deliverables.

Complete Subcontractors requisitions and obtain all necessary approvals.

Collation of accurate information for monthly cost/ value reconciliations and contract reviews

Compile and issue Subcontract liabilities monthly for Accounts to process.

Audit, agreement, and reconciliation of measurements against systemized actuals

Weekly cost / value report generations

Target cost generation

Preparation of Final Accounts for agreement

Production of financial and statistical reports as required

Close liaison with, and provision of assistance to, all operational and support staff to enable overall management of a project

Carry out any other duties appropriate to this post

Skills & Experience

Significant experience in a similar role

Preferably Degree qualified in Quantity Surveying or other relevant business discipline

Non degree holders should have a demonstrable record of success with experience in similar roles

Excellent prioritisation and organisational skills

Self-motivated, and able to work on own initiative; enthusiastic with 'can do' attitude

Good problem-solving skills, the ability to anticipate potential problems and overcome them effectively.

Strong verbal and written communication skills, ability to communicate with stakeholders at all levels including directors

Can maintain a high level of discretion and confidentiality

Excellent time management skills and able to work to deadlines

Proficiency in PC operating systems (Word / Excel / Outlook)

Driving Licence

Desirable

Previous experience within utilities construction

NEC experience

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