United Kingdom Jobs Expertini®

Small Works Manager

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Company: EQUANS Location: Cambridge Category: other-general

Equans is looking for a Small Works Manager to join our team on the University of Cambridge contract on 12 Months Fixed Term contract. This is a full time role working 37.5 hours per week. On offer is a competitive salary and excellent benefits package. What will you deliver?

Effectively manage and co-ordinate with our Supply Chain Partners and Operations Team, to enable the preparation and timely submission of quotations via Quotient.

Track, manage and report status of activity on Planon.

Provide technical support and knowledge to assist the processing of the quotation.

Understand and be aware of the requirements of all relevant Health, Safety,

Environment and quality legislation requirements.

Liaise and collaborate with relevant internal and external stakeholders as directed by the Operations Manager. Attending quotation review meetings and costing sign-off meetings as and when required.

Assist in developing a strong Bid and Estimating strategy for each opportunity

Develop strong supply chain relationships for future tenders/opportunities

What can we offer you?

On offer is a competitive salary and excellent benefits package, which includes;

25 days annual leave (+ public holidays)

Life Cover equivalent to 2 times annual salary

Employee discount shopping schemes on major brands and retailers

Gym membership discounts

Cycle to work scheme

Holiday purchase scheme

2 corporate social responsibility days per year

Broad range of learning opportunities, such as professional qualifications, collective/individual training, and personalized support programmes

Attractive Employee Referral Rewards Scheme

Access to our growing employee networks including WiE (Women in Equans), RISE (BAME), LGBTQI+, Working Parents, YPN (Young Persons Network) and our Disability Network

24/7 Employee Assistance Program and access to mental wellbeing app

Who are we looking for?

Technically qualified in a Mechanical/Electrical discipline

Suitable experience within a similar industry sector

Must have experience working for a Facilities Management Company.

Experience with CAFM based quotation system essential

Planon experience beneficial. (Training can be provided)

COUPA experience beneficial. (Training can be provided)

Excellent communicator

A foundation level understanding of risk analysis/management

PC Literate with knowledge of MS applications e.g. Word, Excel, Project

Financially competent, with good knowledge of hard services pricing

Experience working within a unionised environment, an awareness of public sector tendering would be desirable

Experienced in the use of Microsoft Word, Excel and Power Point

Have exceptional organisational skills

Ability to set and achieve targets via effective engagement with stakeholder

Have strong communications skills in both telephone and correspondence/report handling

Ability to work within a team environment or as an individual with minimal supervision.

Enthusiasm and be self-motivated/driven

This role includes a DBS enhanced check therefore ability to pass is essential.

Who are we?

Equans is a world leader in energy services with nearly, employees working in more than 50 countries, with an annual turnover of over 17 billion euros.

In the UK & Ireland, Equans is a provider of technical, FM, regeneration and energy services with specialist capabilities in smart buildings, green mobility, district & embedded energy and decentralised renewables.

Equans 13, UK & Ireland employees combine these activities to help businesses, public sector organisations and government to embrace the energy transition towards net zero, and also the digital & industrial transitions that are redesigning the way we move, work and live.

Equans is a Bouygues group company.

What's next?

If this role is of interest to you, please click below to register, apply, and track your progress! A member of our Resourcing Team will review your application and be in touch.

(EQNENG)

At Equans were committed to delivering a culture where everyones voice is heard and

supported. We know the value a diverse workforce creates, delivering better results for our people, customers, and stakeholders. Diversity and inclusion is at the core of what we do, should you join Equans youll find a welcoming and open workplace where youre supported and encouraged to be your true self at work. Youll also have access to our growing employee networks including WiE (Women in Equans), RISE (BAME), LGBTQI+, Working Parents, YPN (Young Professionals Network) and our Disability Network. For this role, you must have evidence of the right to work in the UK. Unfortunately, we are not able to offer a re-location package with this job role. Certain roles may require applicants to

undergo a Disclosure check, as noted in the role requirements.

The Equans Resourcing Team supports this job advert. Agency involvement is not required. All related enquiries must come to the resourcing team not direct to Equans Managers.

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