

Small Works Supervisor

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Company: Integral UK Ltd

Location: Manchester

Category: other-general

About Integral & JLL

We're Integral, part of JLL. We're a Facilities and Maintenance firm based across the UK.

We work with organisations in Mechanical, Electrical and Fabric works with engineers nationwide to deliver engineering excellence for our clients. The Integral family are the largest mobile hard services provider in the UK.

If you're looking to step up your career, Integral and JLL are the perfect professional home.

At Integral and JLL, you'll have a chance to innovate with the world's leading businesses, put that expertise into action on landmark projects, and work on game-changing facilities and maintenance initiatives. You'll also make long-lasting professional connections through sharing different perspectives, and you'll be inspired by the best. We're focused on opportunity and want to help you make the most of yours. Achieve your ambitions – join us at Integral and JLL!

Role Title: Small Works Supervisor

Location: North West

Role Purpose:

Our Small Works department is a fast-paced environment delivering multiple projects with values circa £5K to £500K with sites spread across the entirety of the UK. The Supervisors form part of a team providing technical support and direction to a diverse team of staff and contractors throughout the UK. As well as carrying out your own Installs you will also be responsible for the safe delivery of lower value, fast turnaround projects through the utilisation of internal labour as well as sub-contractors. The supervisors frequently travel their

region ensuring that site activities operate in line with Integrals policies and processes

Main Duties & Responsibilities:

Supervision & coordination of Engineers.

Co-ordination of apprentices

Supervise and provide access for out of hours and in normal hours activities if cover cannot be found.

Carry out installation and repairs on site.

Deliver lower value projects from conception to completion including surveying and quoting.

Technical guidance

Act as an aid to the project manager and Coordinators.

Client Liaison

Carry out regular site Supervisory Health and Safety inspections, and to carry car/van inspections on engineers, Logbook audits.

Procure materials in coordination with the Project Manager

Pre-Start meeting before works with internal teams – Keep a record on site

Be available to attend or manage critical call outs and provide written incidents reports as required including preparing the basis of the quotes for the remedial works required.

Carrying out site supervisory visits to ensure quality and completion of work is at the required standard.

Ensure the annual PAT testing of tools and equipment and carry out audits of their equipment, ensuring they are kept up to date.

Update any tools issued/returned/faulty or scrapped to engineers within their team.

Carry out ladder and step checks on the equipment issued to engineers on a 26-week rota to confirm compliance and suitability.

Check PPE Kit compliance, condition and the availability for the engineers to use it.

Host & ensure completion of toolbox talks and awareness of any Health and Safety issues, to ensure the workforce is fully updated and safe.

Auditing sub-con works.

Taking ownership of the client's needs and pursue good communications with the customer in order to build a stable relationship.

Controlling and maintaining cover during holiday periods.

Produce quotes as required for Managers across the business.

Production of Test and Commissioning Certificates

General overseeing of Project works and reporting

Planning weekly labour tasks and updating labour

Drive & instil safety amongst engineers and subcontractors.

Along with coordinators, provide cover if the project manager is absent from the business.

Workload review and planning.

Essential Qualifications & Experience:

Professionally recognised, Industry relevant qualifications or experience.

SMSTS/SSSTS.

Professional working knowledge of M&E and/or Fabric disciplines.

Sound level of administration and organisational skills.

Relevant operational experience of coordinating diverse teams.

Computer literate Word, Excel, Outlook

Drivers Licence.

What you can expect from us

You'll join an entrepreneurial, inclusive culture. One where we succeed together – across the desk and around the globe. Where like-minded people work naturally together to achieve

great things.

Join us to develop your strengths and enjoy a fulfilling career full of varied experiences.

Keep those ambitions in sights and imagine where Integral and JLL can take you...

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#LI-LH1

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