

Quantity Surveyor / Senior Quantity Surveyor

Reporting to:	Commercial Manager
Responsible for:	Commercial performance of projects to achieve optimum recovery and cash flow for Land & Water Services Ltd
Main role:	To manage the commercial delivery of all assigned projects and report on financial results in a responsible manner to meet the needs of the business while maintaining and developing client relationships
Location:	Based from our Head Office at Albury, Surrey GU5 9AF

Role Scope:

- Support and advise the Land & Water Operational Team on commercial and contractual matters.
- Assist in keeping costs to a minimum using commercial acumen and construction experience.
- Work alongside the Contracts Manager to manage the Client's forecast cost to complete, giving consideration to the project budget and the completion date.
- Work with the commercial support team to maintain accurate and timely project costs, forecasts to completion and produce accurate CVR reporting in line with Land & Water Services' financial calendar.
- Client Management – create and maintain open communication with the Client.
- Commercial input/feedback to be provided regularly to the Contracts Manager and Operational Delivery Team.
- Understand the requirements of all Parties affected by the project including, but not limited to statutory authorities and regulators.
- Ensuring proper administration of the Contract Requirements.
- Work with the Operational Delivery Team to help the Client achieve their aim on all projects while ensuring the project is commercially viable for Land & water Services.
- Gather & collate records of all works undertaken to allow any Compensation Events to be evaluated and recovery of any commercial entitlement.
- Ensure prompt submission of all applications for payment and payment invoices, providing cashflow information to Accounts in a timely manner.
- Effective and fair management of Suppliers and Sub-contractors.
- Show respect to all employees of the Land & water Group, our clients and all stakeholders including when dealing with members of the public.
- Ensure professionalism & high standards are maintained at all times.
- Office based but with travel out to sites as required.

Previous Experience, qualifications and personal skills:

- HNC or equivalent in Quantity Surveying desirable.
- Degree qualification advantageous.
- Commercially aware.
- Experience working within a commercial team undertaking civil engineering projects.
- Experience in the preparation of interim and final accounts.
- Experience in NEC3 & NEC4 Contracts desirable.
- Excellent communication skills.
- Good IT skills and use of Microsoft packages.
- Excellent organisation skills.
- Forward thinking and keen to investigate improved ways of working with the team and for achieving optimum operational/commercial outcomes.
- Enthusiastic approach to people and tasks.

Behavioural:

- **Passion & Excellence:** - pursue a can do attitude; being proactive and owning your work. Challenge the status quo and love what you do
- **Respect** – be aware of your impact on others; value openness and carefully listen to the review of others. Respect your colleagues, self and environment. Look after the tools of your trade.
- **Collaboration** – work together to achieve a common goal
- **Empathy** – demonstrate a caring approach to your colleagues, customers and self
- **Honesty & Integrity** – when something goes wrong – own it! Learn from mistakes and avoid it happening again.

Please note that this job description is not exhaustive and staff will be required to undertake duties other than those listed as required by the Company and comply with all Company Procedures.