

Senior Quantity Surveyor

Reporting to: Divisional Business Manager

Role Band: 3

Responsible for: Commercial performance of projects across a section of the business to achieve optimum recovery, positive cash flow and managing costs in real time. Effective and fair management of Clients, Suppliers and Sub-contractors.

Main role: To manage commercial staff and maximise commercial opportunity of all assigned projects and report contract performance in a responsible manner to meet the needs of the business while creating and developing client relationships.

Key responsibilities:

People:

- Client Management – create and maintain open communication with the client and assist the Divisional Business Manager with client related commercial issues
- Ability to help the business chose the correct commercial decision for the benefit of the Land and Water group of companies in the long term
- Manage client forecast costs to complete giving consideration to the clients project budget and the planned completion date
- Treat all clients fairly and reasonably
- Understand the requirements of all the Stakeholders of the project including but not limited to statutory authorities and regulators
- Manage commercial staff within the business and mentor their development
- Ability to help the client achieve their aim on all projects while ensuring the project is commercially viable for Land & Water Services
- Show respect to all employees of the Land & Water Group, our clients and all stakeholders including when dealing with members of the public

Planet:

- Promote the ethos and image of Land and Water Services
- Ensure all environmental legislation is followed
- Carryout works with a minimal impact to the environment
- Consider environmental impact and sustainability with procurement decisions

- Ensure that all waste material generated is disposed of in accordance with the SWMP and Waste Management Licensing Regulations, or that a suitable exemption is in place. Ensure that the correct transfer tickets are used and that a record of all waste movements is kept.
- Ensure the environmental security of projects and sites
- Enforce compliance with all permits, consents and licences acquired from statutory authorities for all of our projects

Profit:

- Produce contract Budgets, Costs to Complete and Cash Flow Forecasts to enable real time decisions to be made for the commercial benefit of LAWS and the client
- Manage the assets of the business efficiently
- Understand the contract programme in terms of critical path, Contractors float, Key dates, Completion date & Planned Completion as required by the contract
- Manage the procurement of Sub-contractors in a timely manner with competitive tenders wherever possible
- Ability to assist the site manager to produce a procurement schedule with lead in times to provide central buying opportunity to obtain best prices
- Ensure all contracts are cash positive for the benefit of the Group
- Recognise and notify Compensation Events or Variations in line with contract conditions and have the ability to price the same
- Accurately record the current commercial position of a contract on the Cost Value Reconciliation form to accounting deadlines
- Submission of all Payment Notices or Applications for Payment to be in line with our contracted terms and the maximum possible value to be certified and agreed with the client's representative to maximise our income.
- Payment certificates to be collected from the client and managed through the payment cycle until the cash is in the bank
- Submit Payment certificates and issue any Pay Less Notifications to Sub-contractors in line with their contracted terms and current legislation

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.