

Site Manager

Reporting to: Project Manager

Role Band: 3

Responsible for: Site delivery team - Foremen, Gangers, Operatives, Labourers, Suppliers and Subcontractors

Main role: To manage the operations of the site at the Rainham Marshes and the successful delivery of a sustained muck-shift campaign

Key responsibilities:

People

- Maintain a positive and productive working culture by creating a high performing team.
- Performance management of subordinates
- Identifying training requirements of site operatives and provide feedback to the Project Manager.
- Maintaining a good working environment on site, to encourage feedback and ideas from all personnel on site and instil a good work ethic.
- Ensure the site is run to the highest possible safety standards in line with company and site procedures, current legislation, and regulations. Carry out works in a safe manner with minimal risk to human health.
- Build and maintain successful working relationships with our customers and barge operators.
- Manage shift patterns and labour resources to ensure that the site is appropriately resourced for all shifts.
- Ensure timely reporting of all incidents and near misses.
- Ensure highest standards of hygiene and security are maintained and continually reviewed to minimise loss and vandalism.
- Ensure our business is conducted in a professional manner.

Planet

- Ensure the site's environmental permit is adhered to
- Ensure compliance with company and site environmental procedures
- Assist the Compliance officer with the organisation of compliance monitoring and sampling

- Minimise and record environmental impact via EMS.
- Consider contingency plans and emergency responses.

Prosperity

- Keep accurate records of work undertaken and resources used onsite
- Manage and control costs, constantly question and refine the method of work, resources and materials.
- Understand the contract programme, the weekly programme, and the contractual obligations that are in place to ensure that decisions are always made with the commercial implications in mind.
- Understand the responsibilities of suppliers and subcontractors and ensure that they are managed effectively.
- Plan works ahead and have contingency plans in place
- Timely and effective procurement of materials and resources.
- Recognise works that deviate from the contract and notify the Project Manager, Commercial Manager and the client. Maintain accurate and admissible records.
- Carry out the works to the client's programme using resources efficiently to maximise profit whilst maintaining H&S and managing the client's expectations
- Ensure that LAWG procedures are always followed
- Ensure the highest standards of security are maintained to minimise loss and vandalism

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.