

Job Title: Site Manager

Reporting to: Contracts Manager

Overview:

The post holder will be responsible for the planning, execution and delivery of the construction project and will lead and manage members of the site construction team

Responsibilities will include:

- Day to day management of site operations, ensuring that the project is brought to a successful completion and meets the required time, budget and quality constraints.
- Requisition of materials and overseeing deliveries and prioritising the use of resources.
- Fulfilling the role of Temporary Works Co-Ordinator on the project.
- Supervising and managing the site team including employees and sub-contractors and ensuring all are working to schedule and following common operational standards.
- Ensuring workmanship and finishes are achieved in accordance with specifications, building regulations, health and safety legislation as well as the Company's quality standards.
- Ensuring compliance with the health, safety and welfare responsibilities as detailed in the Company's Health and Safety Policy and in compliance with ISO45001.
- Maintaining quality and environmental control procedures in accordance with ISO 9001 and ISO 14001.
- Completing necessary daily/weekly HSEQ forms and maintaining HSEQ records as required by the Company.
- Maintaining close relations with the Contracts Manager and Project Quantity Surveyor regarding Labour, Subcontractors, cost control, waste management, variations, Confirmation of Instructions & Construction Programme.
- Creating and maintaining good relations with clients, design teams and neighbours as well as any other stakeholders.

Experience:

- Managing projects in 'live' environments.
- Managing civil, structural, mechanical, electrical and construction elements.

Knowledge, qualifications, and competencies:

Desirable:

- Degree/HNC/NVQ in Construction Management.
- SMSTS.
- First Aid at Work.
- Fire Marshall.
- Temporary Works Coordinator.
- Appropriate CSCS card.
- Conversant with current Health & Safety, CDM and statutory building regulations.

Essential:

- IT competent (use of online construction systems e.g., FieldView)
- Full UK Drivers licence