

Quantity Surveyor



An exciting opportunity has arisen to join Bauer Technologies in the role of Quantity Surveyor. We are an inclusive employer and offer equal opportunities regardless of an individual's age, disability, gender identity, marriage or civil partnership status, pregnancy or maternity, race, religion or belief, sex and sexual orientation.

Role details:

The Quantity Surveyor, reporting to the Commercial Manager will be responsible for the commercial and contract management of various designated geotechnical engineering Projects.

The successful candidate will build an excellent relationship with the Commercial team through regular communication and intermittent visits to core business and project offices. A self-disciplined and perfectly organised approach is required, contract deadlines must be planned and met, whilst contract notifications and applications made.

Contract: The position is on a temporary basis (3-5 months) and is predominately remote working, with all IT requirements for the role provided by the business.

Role Responsibilities Include:

- Commercial management / contract administration of allocated project/s;
- To the extent possible, manage the Commercial aspects of the project/s to enable it to be completed on time, within budget and to the correct standards;
- Preparation of payment applications and internal cash flow reporting;
- Administration of sub-contracts and supplier agreements;
- On-going cost reporting for allocation project/s;
- Site visits, assessments and projections for future work;
- Regular liaison with the project teams to ensure Bauer's rights for compensation events or claims are upheld;
- Regulation liaison with the Client to ensure excellent relationships are built and maintained, and issues identified and resolved where possible, primarily with the Commercial team.

Tasks include:

- Tracking project performance and data;
- Working with the team to collate data;
- Analysis of data;
- Preparation of forecasts;
- Maintaining contract records and correspondence;
- Effective administration of contracts and sub-contracts with Clients and Suppliers;
- Submit the weekly cost control report on time – includes a detailed review of the project costings and update the project progress and forecast details.

Skills and Abilities:

- Strong problem solving;
- Strong communication including writing reports and presenting;
- Time management and planning;
- High Attention to detail;
- Highly proficient with numbers and contractual language.

Requirements:

- Proven experience in a similar role;
- Detailed knowledge and operating experience of NEC Forms of Contract;
- Excellent IT skills (Microsoft Excel & Word);
- Experience in a Geotechnical Contracting environment is preferred but not essential.



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Desirable:

- Degree of suitable qualification
- Piling/geotechnical experience;
- South East/ London location (not central)

Personal Qualities:

- Strong work ethic, takes personal responsibility for their work, meets deadlines, sets the right example for others, and displays honesty and integrity;
- Trustworthy in their actions. Shows integrity by doing the right thing. Always maintains appropriate confidentiality.
- Apply attributes of equality and diversity to meet the requirements of fairness at work;

Work in accordance with our Bauer Values

Responsibility

We rely on mutual trust and encourage each other to make decisions independently. We overcome challenges by working as a team. The principles of integrity, reliability and correct behaviour govern our daily actions.

Openness

As an internationally operating company, we are open to new ideas and have the courage to make changes. The diversity of cultures and variety of people at our company make us who we are.

Appreciation

We put people first. We interact on an equal basis and treat each other with respect and honesty. Maintaining a positive attitude, we work together in trusting collaboration with our employees, customers and partners.

Innovation

We enthusiastically develop ideas and sustainable solutions for the challenges of the future. Our international experience and many years of expertise provide the foundations of our innovative capacity.

Down-to-earth

As a family business, we are committed to acting sensibly and appropriately. We make pragmatic decisions, with an eye on the bigger picture.

Disability Confident

As a Disability Confident employer, we're committed to the recruitment, employment, retention and development of people with disabilities and to improving their employment opportunities.

