

*Opportunity for new Site Based Quantity Surveyor at Leading UK Building Envelope Contractor.*

Job Role – Quantity Surveyor

Working as part of the project team in a fast pace environment to provide Quantity Surveying duties on a large scale building envelope project in Coventry. The applicant will be responsible for all elements of project cost control, cash flow forecasts, cost reporting, client liaising and management of numerous sub-contract packages, reporting directly to the Commercial Director.

The duties will include but not be limited to the following;

1. The preparation and negotiation of numerous building envelope Sub-Contract Packages.
2. Management and payment of sub-contract packages from commencement to final account.
3. Preparation and substantiation of monthly interim valuations from commencement to final account.
4. The identification and pricing of variations.
5. Monitoring and protecting the company from contractual issues and claims working alongside the project team.
6. Preparation and development of contractual claims such as loss and expense if necessary.
7. Monitoring of costs and preparing Monthly Cost Value Reconciliation Reports for the Commercial Director.
8. Maintaining a healthy relationship and regular liaison with Longworth client to pro-actively resolve any commercial issues.
9. All other general Q.S duties, including supporting Longworth Site team to assist the project as a whole.

Working Hours, Remuneration & Terms

**Salary:** £Negotiable

**Location:** Primarily site based in Coventry City Centre with intermittent visits to Longworth Head Office in Haydock, WA11 9UB required. The first 6-8 weeks prior to the project commencing on site will be primarily based in the Haydock office.

**Term:** The role will be a fixed period of approximately 9-12 months for the duration of the project.

**Hours:** Full Time (8am to 5pm) with some additional hours as and when required.

**Necessary Requirements**

- At least 3 years Quantity Surveying experience
- Experience in the Building Envelope sector
- Full UK driving license

**Preferable Requirements**

- A Construction related degree or higher level qualification
- RICS accreditation

Please send C.Vs to: [karlsmith@longworth-uk.com](mailto:karlsmith@longworth-uk.com)

Link to Website: <https://www.longworth-uk.com/>

Please note, we are currently not accepting CV's or lead's from labour agencies for this post so agencies are urged to refrain from contacting us at this moment in time – **any labour agency CV's will not be considered.**

**In addition to the above duties, all staff are required to:**

- a) Undertake appropriate training and staff development as required
- b) Adhere to all company's policies and procedures, including Equality and Diversity and Health and Safety.
- c) Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons.
- d) Participate in the company's Performance Review and Development Scheme.
- e) Adhere to Company's environmental policy and guidelines and undertake tasks in a sustainable manner.

This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

It is important to note that this Job Description is a guide to the work you be required to undertake. It may be changed from time to time to meet the needs of the business. It does not form part of your contract of employment