

Career Opportunity

Position: Contracts Manager - Commercial Department

Location: Lincoln

Department: Commercial

Our Commercial department are actively seeking an experienced Contracts Manager with a proven track record of delivering projects on time, in budget and to a high quality.

The successful candidate should have a minimum of 3 years experience. You will work on a wide range of different projects, including refurbishment, new builds and maintenance, all within a wide range of different sectors. At any one time you will be responsible for overseeing a number of projects ranging from £50k-£5m.

Responsibilities include:

- Formulating contract programmes, procurement of subcontractor and material schedules
- Issuing of progress reports
- Working closely with the project team including; Site Managers, Quantity Surveyors, Buyers and Health & Safety Manager
- Ensuring that projects are completed to the required standard, on time and within budget
- Ensuring that all health & safety regulations are maintained
- Representing the company in a professional / polite manner at all meetings
- Ensuring that our I.S.O quality assurance procedures are adhered to
- To assist with the project team with value engineering and construction methods to ensure that margins are achieved / exceeded on all projects
- Must hold valid UK driving licence, a current SMSTS and CSCS card would be desirable.

We're seeking candidates who have / are:

- A track record of successfully delivering construction projects.
- An ability to build strong client relationships.
- Reliable, flexible and a team player.
- Excellent communication and interpersonal abilities.

- Ability to work effectively under pressure and meet tight deadlines.

To apply for the above position, send your CV and covering letter to katie.scott@gelder.co.uk, or by post to:

Katie Scott
Gelder Group, Head Office
Tillbridge Lane
Sturton By Stow
Lincoln. LN1 2DS



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