



Civils Quantity Surveyor

Our Commercial Department is actively seeking a highly skilled and experienced Civils Quantity Surveyor to join our professional team. The ideal candidate will have experience in civil engineering, specifically in Highways and Structures projects.

Key responsibilities for the successful candidate include managing applications, overseeing contract changes, procuring, and managing subcontractors, and providing comprehensive project reporting. A solid working knowledge of standard construction contracts, including JCT, NEC3, and NEC4, is essential for this role.

Job Title:	Civils Quantity Surveyor
Location:	Head Office: Hall Lane, Hall Lane Works, Farnworth, Bolton, BL4 7QF Will also involve travelling and working across sites in the North West
Contract Type:	Permanent (subject to successful completion of a 3-month probationary period)
Working Hours:	42.5 hours per week Monday – Friday: 08:00 – 17:00 (30 min unpaid lunch break)
Remuneration Package:	Negotiable (depending on experience) Car Allowance Annual Profit Related Bonus Workplace Pension Accident and Life Cover (after successful probationary period)
Holidays	35 days including bank holidays (pro rate for Part time) <i>Sufficient days will need to be saved for the Christmas Shutdown</i>

About Us

We are a specialist civil engineering and highways contractor serving local and transport authorities throughout the North West of England. Our aim is to deliver sustainable projects within the North West, enhancing infrastructure and accessibility of communities, whilst minimising environmental impact and reinvesting locally.

With over 75 years of experience working on North West highway projects, we have gained a distinguished reputation for delivering hugely successful schemes. Our multi award-winning collaborative and proactive methods guarantee the best level of service for our clients.

The business provides a wide range of civil engineering and highway construction services, utilising its highly skilled internal workforce and a network of subcontractors. Its area of expertise lies in executing intricate and challenging projects, including but not limited to drainage schemes, intersection enhancements, and public infrastructure development.

The majority of our income, approximately 80%, is generated from extended framework contracts with local Northwest authorities, which typically span from 4 to 10 years. In addition, the company also serves House Builders and Tier 1 Contractors, carrying out S278 and S38 works on their behalf.

We thrive by working with our clients from early inception of the project to provide cost effective solutions. Additionally, we assist clients in preparing funding bids and provide initiatives in community engagement and methods of delivery. Our Social and Environmental responsibility track record is exceptionally strong, surpassing our competitors on Quality Bids and Social Value Matrices. Our Clear Management controls and structure ensure efficiency, and as partners of Framework contracts, we have a sizable forward order book extending over four years.

Our projects are solely located within the North West of England, with most of our schemes within Greater Manchester or the neighbouring areas.

Key Responsibilities

Your objective is to ensure the financial interests of the company are always protected yet maintaining a positive working relationship with all parties.

- Site measurements and preparations of weekly cost and production reports.
- Liaise with the site teams to assess and prepare quotations and estimates.
- Management of subcontractors including enquiries, order placement, payment assessments
- The production of valuations and submission to clients
- Interpret drawings and instructions and agree estimates with site teams and clients
- Liaise with subcontractors to agree rates and services
- Agree final accounts with all parties in a prompt manner
- Undertake stock control monitoring and provide reports to the Financial Director
- Liaise with the finance and admin team in the preparation and settlement of accounts
- Assist the financial director and his team in preparation of monthly and quarterly reporting
- Any other reasonable requests from company management

Your goal is to collaborate within the Commercial Team, efficiently overseeing financial control across multiple sites.

- Co-ordination with site teams and business centre managers.
- Ensure clear, accurate and up to date records are always maintained.
- Always represent the company to clients and outside organisations in a professional manner

Key Requirements

- Qualified with a BSc (or equivalent) in Quantity Surveying.
- Civil Engineering (Highways/ Structures) experience.
- Extensive experience with both private and public sector clients on major projects and a working knowledge of NEC (mainly) and JCT forms of contract.
- Commercially aware you'll work well as part of a team and demonstrate the people management skills to support and mentor where required.
- A knowledge and understanding of the component parts of a project and overall construction costs.
- Great interpersonal skills, an ability to communicate effectively (both internally and with Clients).
- You will have the necessary ambition and drive to deliver a high quality professional service.
- IT Skills, such as Office, Outlook, measure software.
- Good organisational skills.
- Self-motivation and keen to become an integral office team member.
- An ability to make your own informed decisions and work unsupervised.

How to Apply

Applicants can apply by sending a CV with a covering letter to hr@gcox.co.uk