

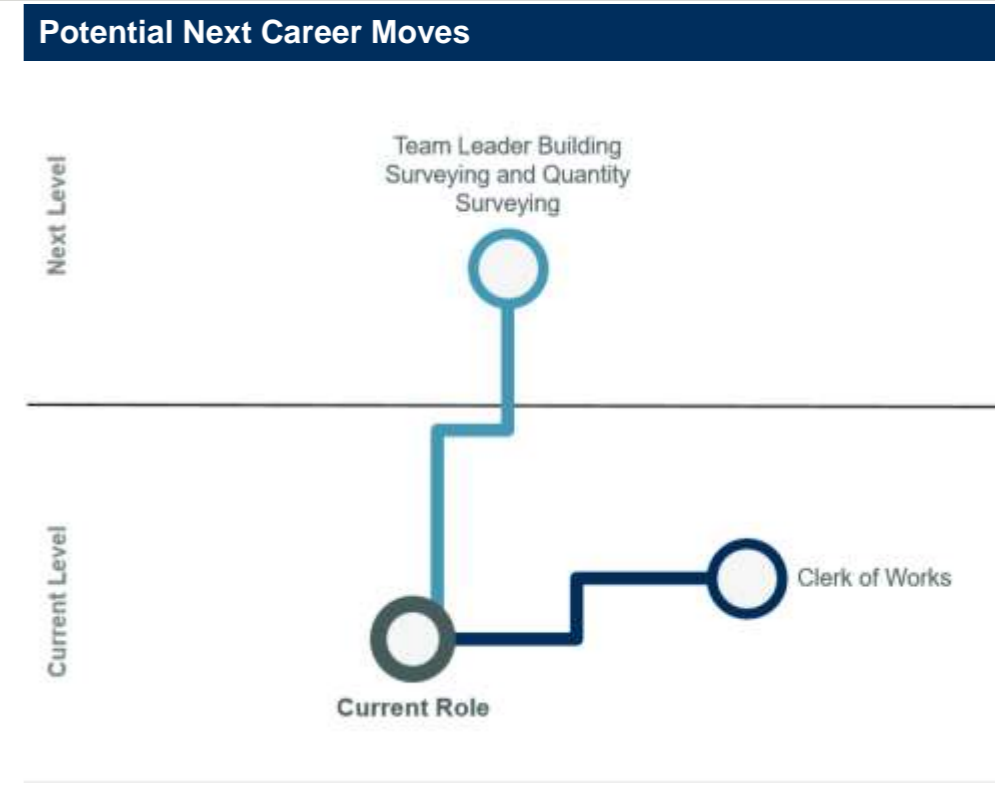


Role Title	Senior Quantity Surveyor		
Job Family	Property and Construction	Sub Category	Building and Quantity Surveying
Behaviours	<ul style="list-style-type: none"> Making Effective Decisions 	<ul style="list-style-type: none"> Managing a Quality Service 	<ul style="list-style-type: none"> Delivering at Pace
Purpose	Provide cost management services and lead contract administration on major projects and commissions.		

Key Accountabilities	
<ul style="list-style-type: none"> Provide project related cost advice, helping to ensure projects are delivered to recognised and acceptable standards, and on time and to budget Control project expenditure within agreed budgets and administered in accordance with contract requirements to support the delivery of medium to large scale/ complexity construction projects Support the project manager and design team in all Quality Surveying areas to ensure the successful delivery of the project and the financial performance of the contract 	<ul style="list-style-type: none"> Engage with stakeholders and contractors and provide specialist quantity surveying advice to ensure clear and coordinated project delivery Assist in the development of fee proposals for project related work to input into bids Provide regular reports on individual project progress, budgets and programmes so that progress can be monitored Undertake feasibility studies, either via desktop or visits to overseas posts, to provide cost estimates for technical solutions to support decision-making

Authority and Scope
<ul style="list-style-type: none"> Cost estimating on medium and large projects £250k to £10m Monthly project valuations Manage own time effectively and submit accurate time recording to achieve a personal utilisation rate in excess of 85% Coach and mentor apprentices and new colleagues to grow capacity within the team

Internal and External Communications
<ul style="list-style-type: none"> Project Managers on costs and budgets Building Contractors on cost estimates and for information Other property and construction consultants on cost estimates and for information Client representatives on site and (occasionally) end users on budgets and progress Develop successful customer and stakeholder relationships to assist in the smooth running of projects



Skills
<ul style="list-style-type: none"> Governance Customer/Supplier relationship management Site Surveys Site inspections Construction methods and technology Draft/author professional/technical documents Interpret professional/technical documents Cost management NEC Contracts

Qualifications, Knowledge and Experience
Essential
<ul style="list-style-type: none"> Degree in Quantity Surveying; Chartered Quantity Surveyor (MRICS) Substantial QS experience including large and complex projects including provision of cost management services for all stages of a project Knowledge of standard forms of construction contract Current technical and Health & Safety legislation knowledge Strong verbal and written communication skills

Desirable
<ul style="list-style-type: none"> Experience in the delivery of overseas construction projects; Understanding of FCDO Services financial and commercial processes; Understanding of the operation of the FCDO estate. Experience in use of design software