

## Site Manager

STEM Construction Ltd – Expert Principal Contractors for Demanding Civil Engineering Projects.

If you are a site-based civil engineering or construction professional who enjoys the autonomy of being in control your own sites, this role could be yours. We're looking for someone who can deliver great results, backed by a strong, growing team with a supportive and friendly working environment.

We are an established and experienced Civil Engineering and Building Contractor who specialise in providing Principal Contractor services for construction and maintenance projects in both the man-made and natural environment.

Based in Haslingden on the borders of Lancashire and Greater Manchester, we work throughout the North West and beyond to deliver high quality Civil Engineering backed by expert management and compliance.

Due to the continuing growth of our business, we are looking for experienced and enthusiastic team members to help us deliver excellent service to our clients.

### Reporting To

Director / Contracts Manager

### Purpose / Role

The Site Manager will play a key role in our company. You will organise our work on site throughout the lifecycle of the projects you are assigned to, ensuring that our work is done on time, on budget and with safety to the correct specifications. You will liaise with clients and their representatives ensuring they are notified of the progress and changes to their contracted works. You will liaise with suppliers and subcontractors plus our internal staff and direct labour force and ensure that there are sufficient resources to deliver the contract within the agreed durations.

You must have a good working knowledge of Civil Engineering and a proven track record of delivering successful projects in varied environments.

The Site Manager is also expected to support and mentor more junior members of the team, helping with their training and development. You will provide quality assurance checking of other team members' work for our clients. You will also help with the preparation of bids and proposals for new work and engaging with other staff within STEM Construction to help our business to grow.

### Key responsibilities

You will have autonomous control of projects, accountable for performance and reporting.

- Liaise with clients and report on progress to all stakeholders including staff, subcontractors, suppliers and STEM Directors.
- Work closely with the Site Foreman and QS to deliver high quality project outcomes.
- Procure materials, plant, labour and subcontract resources for your projects.
- Monitor and report on project costs, value earned and overall progress.
- Manage your projects to the required Safety, Environmental and Quality standards producing the appropriate documentation as required with company and regulatory procedures.
- Prepare and present site reports to stakeholders and clients.

- Accept new contract information and client instructions and communicate and track changes as required by the project contact.
- Identify opportunities to add value, make savings and identify work that may be out of project scope.
- Day-to-day problem solving and dealing with any issues that arise in your projects.
- Maintain the STEM Construction company values and protect the Company's interests.

## Qualifications/Training/Experience

### Essential:

- Recognised qualification in a construction or civil engineering discipline (Degree / HNC, etc)
- Site Managers Safety Training Scheme (SMSTS) certificate and Construction Skills Certification Scheme (CSCS) card
- Computer literacy including MS Office software
- Come from a site engineering background
- Hold a valid UK Driving Licence
- Proof of eligibility to work in the UK
- Willingness to undertake some travel

### Desirable:

- Degree-level qualification in a relevant discipline
- Working knowledge of Microsoft Project software
- Previous experience as a Site Manager
- Ability to occasionally spend nights away from home, if necessary

## Required personal attributes

- A good working knowledge of Civil Engineering
- An understanding of contract drawings with the ability to identify changes and their impacts
- Ability to receive, understand and convey technical information in a clear and accurate manner
- Good communication skills, on site and with all stakeholders
- Enthusiastic and well driven, able to achieve deadlines in challenging environments
- Sufficiently mobile and flexible to travel a number of days per week
- A team player and able to motivate and develop more junior team members
- A focus on quality with your work, able to deliver with STEM's clear and honest approach
- Able to prepare and deliver progress reports to client and internal management teams
- Up to date with current Health & Safety and regulatory requirements
- Commercially aware with a working knowledge of standard forms of construction contracts
- An ability to identify savings opportunities and additional beneficial works
- Flexible, adaptable and able to solve problems on site to achieve desired outcomes

## Personal qualities

- You will be a pragmatic self-starter who is able to use their initiative.
- A proactive learner, able to pick up new skills and concepts.
- Confident in articulating their own perspective and sharing opinion.
- Organised, professional, enthusiastic, and business like.
- Calm under pressure, someone who knows when to ask for help.
- A positive team player willing to get involved.
- Takes pride in delivering quality work.

**We Offer:**

- Competitive salary
- Workplace pension scheme
- Company vehicle or car allowance
- Attractive holiday entitlement
- A supportive and friendly working environment in a growing company

References will be sought prior to commencement of employment