

Job description

Rogers Civil Engineering Ltd was formed in 2012 and has experienced significant growth to become a multi-disciplined contractor specialising in civil engineering, reinstatement and utilities.

RCE Ltd are looking to recruit a pro-active, enthusiastic and highly experienced Project Manager with experience in Utilities and managing CDM projects. They will have the ability to prioritise a heavy workload and maintain a meticulous eye for detail.

The ideal candidate will be responsible for planning, coordinating, and implementing projects within the decided-upon budget, timeline, and scope. They will also effectively monitor and present project updates to relevant stakeholders, clients, or project team members.

Essential Job Functions

- Responsible and accountable for a number of allocated projects in various stages of the project life cycle.
- Coordinate project information and labour skill requirements and liaise with the Programme Manager and Site supervisors.
- Ensure that key functions of the overall project delivery are in place. These include scopes of work, resource planning (materials and people), project delivery, reporting and review.
- Liaising with Clients agreeing timescales, costs and resources needed for projects, finding out what the client/company wants to achieve
- Provide feedback as to efficiencies & health and safety issues including any specific training requirements
- Manage and motivate your team as an effective manager.
- Coordinating with contractors and suppliers for materials and services
- Making sure that each stage of the project is progressing on time, on budget and to the right quality standards
- Undertake audits on quality of works and carry out toolbox talks.
- Manage all site arrangements to ensure that CDM requirements are met within projects
- Understand and ensure compliance with the requirements of all relevant legislation, approved codes of practice and procedures set out within the RCE Ltd's management systems and those of our Clients.
- Possess an excellent level of technical knowledge, understanding, control and responsibility for all civils site activities.
- Production of Risk Assessment Method Statements.
- Undertake audits on quality of works and carry out toolbox talks.
- Represent the Company at post tender, pre-start, progress and final account meetings with Clients.
- Report regularly on progress to the Client and Directors, highlighting any potential financial or delay issues on these various projects.

Skills Essential

- Experience of utilities project management including managing CDM sites
- Experience having interface with design and liaison with utility providers
- Construction industry and process experience in one or more of the following areas: Gas, Water, Electric and/or Fibre Installations
- Experience of method statements and risk assessments including process improvement to develop safe systems of work

- Accident and Incident Investigation experience including principles, processes and management
- Excellent Organisational skills
- Logical thinking with creative problem solving ability
- Understanding of budget control and working to a budget
- Excellent team leadership skills required

Qualifications

- Strong business acumen in project planning and management
- Strong verbal, written, and organizational skills

- NRSWA Supervisor accreditation and SMSTS Accreditation
- A current driving license