

JOB DESCRIPTION

JOB INFORMATION	
Job Role:	Yorkshire based, client-side Project Manager
Job Title:	Project Surveyor
Region	Yorkshire & Central
Site:	Rotherham / Leeds
Working Hours:	37.5 Hours per week

POSITION IN THE ORGANISATION	
Reports to:	Project Director – Y&C
Responsible for:	Delivery of multi-phased residential and commercial developments and the associated infrastructure.

OVERALL PURPOSE OF JOB
<p>To lead discrete Delivery Teams and support the wider client team for development proposals involving infrastructure provision and site remediation whilst bringing forward our large scale regeneration development sites for commercial, industrial and residential schemes.</p> <p>Working alongside the Y&C Project Managers, Project Directors and Technical Director to support the region on large scale developments to deliver a co-ordinated scheme. The role will assist in finding best value solutions for development schemes ensuring they are effectively evaluated in terms of procurement, value, technical design and the provision of a cost effective development platform. The role involves managing the timely delivery of technical information to support the sale of land and building development projects from the Harworth Group portfolio, working effectively with the Project Manager and Development Managers (DM) to ensure delays do not occur.</p> <p>The role will also be responsible for supporting the team on engineering and environmental due diligence on prospective brownfield and greenfield land acquisitions. This may for example, include devising cost effective development platforms, assisting in the management and coordination of technical solutions for site remediation, serviced plot developments including liaison with external consultants, contractors, project managers and architects as well as statutory/regulatory bodies and Local Authorities.</p> <p>This is a job for someone who is passionate about development and has a natural problem solving mindset to shape how Harworth developments are delivered.</p>

GENERAL DESCRIPTION – TASK RELATED

To act as a key point of contact alongside the Project Manager from inception to completion of projects including:

- Client-side Project and Commercial Management for the delivery of infrastructure and remediation to enable residential and commercial building projects covering:
 - Production of phased delivery strategies (alongside the DM) contract strategy and management of procurement processes
 - Design team procurement and management
 - Create and maintain Client programme and cost budgets.
 - Identify key regulatory / external approval requirements, constraints and risks associated with project delivery
 - Manage the collation of employer's requirements, managing tender processes, team novation and contract administration
 - Working with diverse project delivery teams both externally and internally, including Director / Board level client interfaces.
 - Project presentations and negotiations with internal and external client bodies.
 - Liaison with internal client bodies in relation to sales contract requirements and discharge of contract/planning requirements
 - Financial and cost management for the engineering/construction aspects of discrete schemes
- Advising internal team members on the technical aspects of wider development proposals including:
 - Engineering details for remediation, buildings, and infrastructure
 - Provision of advice and input into masterplanning and planning applications including design details, programming, and cost implications
 - Input into land sales including advice on plot abnormalities, programme, procurement and contract requirements, provision of third party warranties etc
 - Managing external teams to discharge reserved matters conditions and to collate sales pack information.
- Undertake the necessary project control requirements including:
 - To report on a regular basis to the Project Manager and Directors on key decisions, programme, procurement, quality, and cost issues
 - Manage cashflow for discrete projects on a monthly basis and to report/manage variations
 - To be aware and implement new technologies and techniques into specific projects to ensure that the company meets planning legislation requirements and produce the most appropriate finished product
 - To input into and maintain delivery cost plans whilst working with external quantity surveyors.
 - To set the procurement strategies for individual projects in the context of the wider development requirements

QUALIFICATIONS:

An engineer holding an equivalent relevant professional qualification (MRICS MICE or MAPM) or a chartered surveyor and be able to provide evidence of continuing career development. You should have relevant experience in the procurement and delivery of brownfield and greenfield regeneration projects with a focus on infrastructure/civil engineering/earthworks, with both design management and contract management skills.

SKILLS & EXPERIENCE:

A strong independent thinking commercially focused project manager with a background in infrastructure/civil engineering project delivery from feasibility to construction either in a Contracting, Consulting or Client role.

You will have experience in managing design teams, setting procurement strategies, programming works and budgetary control. Experience in drafting and administering construction contracts would also be desirable.

Key to the role will be effective management of consultants and contractors alongside effective liaison with external stakeholders in delivering individual projects within wider regeneration developments on time and to budget.

Experience of residential/commercial brownfield regeneration from a Master Developer role would be of significant benefit.

REVIEWED BY:**APPROVED BY:****DATE:**