

## Now recruiting: Plumbing & Heating Surveyor Central Scotland

- Mon – Fri, 8am – 5pm
- Early finish Friday (3:30pm)
- 32 days annual holiday entitlement
- Company vehicle provided
- Access to Well-being Champions and Mental Health First Aiders
- Generous contributory personal Pension Scheme
- Salary exchange pension with employer NI savings included
- Profit share scheme
- Excellent death in service cover
- Employee Assistance Programme including 5 counselling sessions

### Why join Ogilvie Construction?

Ogilvie Construction Ltd deliver building projects in both the public and private sector. We are a multi-skilled organisation and pride ourselves on our people and recruiting the best talent. We provide a rewarding and challenging working environment for all our employees, and we understand the benefits of a talented workforce.

### The Role:

Reporting to the Sealants and Plumbing Manager you will be responsible for managing financial and contractual performance of building contracts from pre-commencement through to final account agreement including completing and submitting tenders.

- Review tender information including pricing, sub-contractors quotes, preliminaries and contract conditions.
- Review internal contract preliminary requirements and preparing spend budgets/cost forecasts.
- Advising on contract requirements and managing project risks in conjunction with the project team.
- Manage target prices for plumbers.
- Responsible for preparation of, submission and agreement of main contract interim valuations.
- Responsibility for re-measurement of the works, for main contract, sub-contractor valuations and in-house operations.
- Responsibility for sub-contractor payment applications, payments, payment and withholding notices in line with protocols
- Working with Plumbing Manager/Contracts Supervisor to complete tenders.
- Providing contract advice to the site team, advising on obligations of main contract and preparation of any/all formal notices as required/agreed with the team.
- Managing project financial control, including preparation of cost projections, managing cash flow and preparing end projection forecasts.

### About You:

#### Do you:

- Have considerable plumbing experience?
- Have knowledge of interim and final contract valuations?

#### Are you:

- Degree qualified?
- Experienced with Microsoft Excel and Word?
- Able to work independently and manage own workload but also work effectively as part of a team?