**Quantity Surveyor**

An excellent opportunity has arisen for a motivated and customer focused Quantity Surveyor to join our growing Commercial Team within Taylor Wimpey.

We are currently looking for a candidate who works collaboratively, is solution focused and is able to to build a network of strong relationships with key contacts within the business.

**The Role:**

**Scheduling and quantifying materials and labour**

* Ensure that Commercial Department procedures comply with both the TW Commercial Manual and the TW Operating Framework.
* Negotiate and place orders for labour and material sub-contractors, labour only contractors and material suppliers on a competitive tender basis to ensure the business output is delivered on programme and within budget.
* Work alongside other departments to ensure project viability and improve cost effectiveness.
* Ensure all specifications and programmes are complied with and that quality is not compromised.
* Monitor invoicing procedures and resolve any issues

**Commercial Management**

* Involvement in negotiating and placing of subcontract orders on a competitive tender basis.
* Assist in WIP and cash flow forecasting.
* Involvement in Groundworks reviews and design strategies at the Pre-Acquisition stage through to Pre Start.
* Monitor, reconcile and recharge any costs, which relate to shared cost items with either other businesses within the Group or external Companies.
* Calculate all the prime costs on developments within the business, reporting any movements in the costs since the preparation of the land purchase exercise. Prime costs to include but not restricted to dwelling structures, professional fees, site abnormal and infrastructure costs.
* Assist in the preparation of Site Budgets for authorisation by the Business Unit Management Team at the appropriate time.
* Maintain the development budget both in Coins and BoQ.
* Assist with site adoption works and manage closed site provisions.
* Manage RSL valuations and attend meetings on site.

**Monitor and report costs**

* Monitor and explain all cost movements within the site valuation.
* Have responsibility for processing all Contractor, subcontractor and consultant orders and payments, variation orders and day works.
* Undertake site valuations of production at budgeted cost on a quarterly basis.
* Report on savings and excesses against budget costs
* Carry out full CVR process and prepare and present information for monthly Profit & Loss meetings.
* Forecast final accounts and prepare and present cost to complete reports.

**General**

* Be aware of all codes of practice that impact on estimating
* Monitor, reconcile and recharge any costs which relate to shared cost items with either other businesses within the group or external Companies.
* Attend pre start, specification and any other relevant meetings as required under the Company’s Operating Framework.
* Input and maintain any computer based databases or systems
* Any other duties as required by the Commercial Manager/Commercial Director

**The Person:**

* Good knowledge of Building Regulations, NHBC and Health and Safety requirements.
* Industry related business qualification.
* Manage internal and external clients.
* IT literate (COINS system preferred).

**In order to be successful in this role you must be able to prove eligibility to work in the UK.**

If you are successful at interview and the Company considers making an offer of employment, you may be asked to give your consent to the following pre-employment check[s] being undertaken by our third party provider, Experian (or any other appropriate third party provider that the Company chooses to engage).

The type of checks made will depend on the role in question but may include any or all of the following

Criminal records (DBS);

Credit reference

DVLA

The purpose of such checks will be to assess your suitability for the role. If it subsequently transpires that you have given incorrect, false or misleading information, your application will not be taken further.

**The Company:**

Taylor Wimpey is a FTSE 100 business and one of the largest residential developers in the UK, building new homes and communities across England, Scotland and Wales.

Our vision is to become the UK’s leading residential developer for creating value and delivering quality. We build over 10,000 homes each year, from one-bedroom apartments to six-bedroom houses all across the country.

Our people are passionate about the house building industry and about our customers. Culturally we pride ourselves in having a diverse work force with an opportunity to grow a career in a variety of environments. We look to develop our people in the skills and areas they are most interested in so if you are looking to join a thriving company going through an exciting period then please get in touch.

**Internal Applicants – Please advise your Line Manager if applying for this role.**