



Job Description

Job Title:	Quantity Surveyor (CDE019)
Reports to:	Lead/Senior Quantity Surveyor
Team:	Capital Delivery
Location:	Kinmel Park Depot, North Wales
Band:	Band 7 (£34,357 - £39,510)

As a credible member of the Capital Engineering Delivery Team you will:

Be one of a team of professional quantity surveyors across a defined geographical area to ensure that circa £80m per annum of construction projects are designed and delivered within the statutory, regulatory and financial outputs of the DCWW Business Plan while demonstrating value for money and complying with all relevant DCWW governance processes at all times.

As Quantity Surveyor you will:

Commercially manage a portfolio of large complex capital projects across a range of engineering disciplines ensuring best in class commercial and cost management that demonstrates value for money on all projects delivered.

Identify and implement best practice commercial and cost management from across the water and other sectors of the construction industry.

Ensure DCWW's interests are protected at all times and that risks to the business are minimised.

Principle Accountabilities:

- Provide professional commercial and cost management of a number of capital projects simultaneously
- Provide support and advice to a team of project managers and project engineers on all aspects of commercial contract management within DCWW Frameworks
- Assist with procurement and allocating of capital work to framework contractors
- Undertake detailed cost analysis on tender returns for capital projects
- Prepare all aspects of works orders ensuring all DCWW project approval processes are followed
- Validate and agree contract values and target costs with framework contractors
- Identify, analyse and develop response to commercial project risks ensuring risks are understood, valued and correctly allocated
- Carry out monthly valuations of completed work and recommend for payment

- Manage the flow of financial information between finance, SAP teams, project managers and contractors
- Provide advice on contractual claims, early warning notices and compensation events

- Agree and sign off final accounts at contractor and project levels
- Undertake appropriate 'lessons learnt' analysis upon project completion in order to ensure that there is a continuous improvement process applied.
- Assist with the dispute resolution between third parties and DCWW
- Understand the implications of Health and Safety Regulations
- Ensure the provision of accurate and timely management information
- Carry out other duties as directed to meet business needs

<u>Experience, Qualifications and Skills</u>	<u>Assessment Method</u>		
	A	I	T
Qualified to degree level and working towards chartered status	X		
Minimum of 5 Years knowledge, experience and understanding of NEC and other contract administration	X	X	
Excellent analytical and data interrogation skills with an ability to extract relevant information and present it in a logical and structured manner.		X	
Minimum of 5 years cost management experience in the water industry demonstrating an excellent track record in the commercial delivery of projects ranging from £25k to £2m.	X	X	
Excellent communicator and team player who understands the importance of ownership and accountability.	X	X	
Experience and understanding of Health and Safety Legislation.	X		
Ability to work collaboratively in a multi disciplined engineering delivery team environment.	X	X	
The ability to work to tight regulatory and project timelines		X	

Key:

A – Assessed via application form

I – Assessed at interview

T – Assessed using psychometric/ability test

Key Relationships

Internal

- Operations, Asset Strategy, Finance, Commercial and Procurement
- DCWW Leadership Team
- All levels of management within DCWW

External

- Regulators, Local Authorities, CCW, EA
- Capital partners
- Framework contractors, consultants and equipment suppliers

Competencies

<u>Competences</u>	<u>Assessment Method</u>		
	A	I	T
Achievement and Motivation – The drive and energy to produce excellent results and to continually find ways of improving relationships, outputs and processes		X	
Attention to Detail – The ability to handle detail. The ability to able to analyse, understand and produce detailed information accurately	X	X	
Commercial Awareness - The understanding of the economics of business. The understanding of the business benefits and commercial realities, from both the organisation’s and the customers’ perspectives.		X	
Critical Thinking – The ability to gather, understands, analyse and interpret information and concepts, verbal or numerical, about people or situations, quickly and efficiently.	X	X	
Engagement and Communication Skills – The drive and ability to exchange appropriate information with relevant people at the right time. The desire to seek first to understand as well as to be understood. The ability to engage people at all levels within the organisation		X	
Initiative - The ability to actively influence events rather than passively accept them. The ability to see opportunities and to act on them, to originate action.	X		
Ownership and Reliability – The readiness to take responsibility for projects or issues and to be accountable for their timely delivery and quality. The capacity and motivation to consistently deliver any undertakings.	X	X	
Teamwork – The belief in the value of synergy; understanding the part you will play in the varying teams that you work in and always helping other people to play that part as well as your own part within any team.	X	X	

If you wish to apply please complete an application form and return it to
recruitment@dwrcymru.com

When completing your application please use the identified competency headings with supporting information underneath.

For an informal discussion please contact Lee Reynolds, In House Commercial Manager on 07824 639341, Dwr Cymru Welsh Water is an Equal Opportunities Employer