

CONSTRUCTION CONTRACTS MANAGER

LOCATION: HERSHAM, SURREY, UK

SALARY: COMPETITIVE. DEPENDING ON EXPERIENCE

OVERVIEW

As a Construction Contracts Manager, you will play a pivotal role in the successful execution and completion of construction projects. We are looking for an experienced professional who is keen on taking their career to the next level within a stable and growing business environment.

- Oversee and manage construction projects from inception to completion.
- Review and assess contracts, ensuring all aspects are in line with company standards and client expectations.
- Liaise with architects, clients, and other stakeholders to ensure effective communication throughout projects.
- Lead and mentor office based team, ensuring timely delivery and maintaining quality standards.
- Monitor project progress and make adjustments as necessary to ensure successful completion.
- Negotiate terms of agreements, draft contracts and obtain necessary permits and licenses.
- Identify and manage project risks, ensuring safety regulations are adhered to.
- Ensure contractual and financial conditions of performance are met.
- Report regularly on project status to senior management.
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Qualifications:

- Proven experience in construction contract management.
- Strong leadership and negotiation skills.
- Ability to understand and interpret construction plans and contracts.
- Excellent communication skills, both written and verbal.
- Familiarity with construction software and project management tools.
- Relevant degree or certification in Construction Management or related field is preferred.

WHAT WE OFFER

- A stable work environment within a well-established business.
- Opportunities for professional growth and development.
- Competitive remuneration package.
- Being part of a dynamic team in Hersham, Surrey, with deep roots in the community.