

We have an exciting new opportunity for a versatile and enthusiastic Site Manager to join our experienced Design & Build team, providing competent and diligent management of one of our prestigious contracts, through all stages of the delivery process, to practical completion and Client handover.

The successful candidate will have a strong site management background and be able to demonstrate a track record of competence in cost, time, safety, quality and subcontractor management. Experience of mixed-use residential developments is particularly desirable, although education and healthcare sector experience is also welcomed.

## **ROLE DETAILS:**

Reporting to the Construction Director, the Site Manager will be responsible for overseeing and managing all aspects of a live construction site to an agreed plan. In doing so, they will work closely with the office and site based technical teams to maximise the opportunities for cost and time savings on site, whilst ensuring that the highest standards of health and safety are maintained.

The successful candidate will be an enthusiastic and committed team player with an ability to communicate effectively at all levels, including producing regular progress reports. Excellent time management skills and the ability to work effectively under sometimes demanding deadlines is essential.

Typical project values range between £5m- £30m.

## **SPECIFIC RESPONSIBILITIES:**

- Ensure that all aspects of customer care are implemented, maintaining a regular and professional dialogue with the client contact
- Overseeing all works and packages in a practical and logical manner to enable timely completion of the works without compromising safety or quality
- Highlighting revisions to the work plan as required
- Assisting to identify and secure appropriate subcontractors for all trade packages
- Ensuring the site is properly assessed and monitored from a health and safety perspective
- Ensuring all site staff are given health and safety inductions and work to ARJ's health and safety rules at all times, liaising with ARJ's Health & Safety Manager as required
- Implementing appropriate waste management site protocols in line with ARJ policies
- Manage all on-site administration to ensure the site runs smoothly
- Minimisation of project costs without detriment to ARJ or ARJ policies
- Maintain vigilance of security risks (theft, fraud etc)
- Regular attendance at all project meetings as required
- Representing ARJ to the highest of standards, ensuring that every individual is treated courteously

## **EXPERIENCE REQUIRED:**

- Minimum of 5 years' site management experience in a construction environment

## **LOCATION:**

This role will be site based and therefore in accordance with company requirements. Please note that evening and weekend work may be required to enable some deadlines to be achieved.

**PACKAGE:**

ARJ recognise and appreciate the hard work and commitment of our staff.

The successful candidate will enjoy a competitive salary (based on experience), in addition to 21 days annual leave (plus Christmas shut down and all statutory holidays), pension scheme, car/car allowance, laptop and mobile telephone.

**TO APPLY:**

Please email your updated CV to our in-house recruiter at [recruitment@arj.co.uk](mailto:recruitment@arj.co.uk), including details of your interest and suitability for this position. Please quote Ref: ARJ-SM on all correspondence.

Postal applications can also be sent to:

F.A.O: Sam Carroll – In-House Recruiter ARJ Construction Ltd, Bedford House, Meadway Technology Park, Rutherford Close, Stevenage, Hertfordshire SG1 2EF

We aim to reply to all applicants within 5 days of your application.

ARJ Construction Ltd are an equal opportunities employer.

**Strictly No Agencies without express invitation.**