



## Job Description

**Position:** Estimator/Surveyor

**Location:** Birmingham

**Job type:** Full time

**Salary:** Competitive

## Overview of the role

Scaffold Erection Services Limited (SES) is a brand of Denholm Industrial Services Limited. We have an opportunity for an experienced Estimator/Surveyor to join the SES team, based at our Birmingham office. Reporting to the Business Unit Director, the role of the Estimator is to identify, estimate / tender, secure, negotiate and administer contracts whilst understanding and managing risk to ensure compliance with business objectives and Company policies.

## Role responsibilities

The Estimator/Surveyor is responsible for the implementation of commercial policies and procedures for commercial activities, as well as supporting the business units with contract, project finance and risk management.

- Ensure compliance with commercial policies and procedures to achieve business objectives
- Identify and convert new business opportunities
- Build and maintain key relationships with customers, providing high levels of customer service
- Provide accurate estimates with practical and workable solutions, maximising the probability of obtaining targeted contracts
- Achieve sales and financial targets and optimise each sales opportunity to achieve or exceed revenue and profit margins by securing contracts at the optimum award level
- Monitor the mix of job values to meet the branch order targets and redress any imbalance to ensure targets are achieved at minimum
- Liaise with the design and operations teams on technical and operational requirements, providing briefings and any other information required to the operations team once the job has commenced
- Be responsible for project revenue and cash collection within the business units
- Provide input to project contract negotiations and support the business units in administering projects contracts
- Identify, manage and report on business risks and opportunities to ensure these are being managed and mitigated
- Be responsible for project financial performance reporting, ensuring it is correct and accurate and in accordance with Company policies and procedures
- Support with market intelligence gathering to inform and develop business unit strategy and planning along with other members of the business unit team

- Input into the strategy for commercial and contractual dispute resolution and, where appropriate, provide support to the business units, whilst ensuring that client relationships are maintained
- Contribute to monthly management accounts for submission to the business and Group, ensuring that accounts are being reported in accordance with policies and procedures
- Embrace and practice Group values and encourage others within the business to do likewise
- Create and administer project files for each new project that is secured by the business unit
- Create new projects and support with the administration and reporting of weekly productivity monitoring within the business units.

### **Accountability**

The Estimator/Surveyor reports directly to the Business Unit Director, with day-to-day reporting to Business Unit Managers and interfaces with Business Unit Administrators, supervisors and customers.

### **Skills and experience**

The Estimator/Surveyor shall be familiar with the local market and its opportunities, with knowledge of standard forms of contract and dispute resolution. They shall be accurate and diligent in their external and internal record keeping and reporting and shall be fully informed of business policies and procedures and company values.

### **How to apply**

Please complete and submit the application form via:

<https://www.scaffolder.co.uk/vacancies/estimator-surveyor-birmingham/>

