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Trainee Plant Hire Coordinator

The Role:

Providing the business with a professional plant and equipment co-ordination and communication service, working with and supporting the construction sites and regional support teams in the efficient and timely ordering of plant and construction equipment. Ensuring that the correct paperwork is transmitted in a timely manner in accordance with contract programmes, cost plans and resource schedules, and to achieve maximum cost efficiency for the delivery team. This will involve communicating across the business as well as with external suppliers, trade bodies and associations along with professional construction industry entities.

Key Responsibilities:

Procurement

Liaise with the site construction teams for plant and equipment requirements in accordance with the resource plan and contract programme

Work with the construction sites on resource plans

Ensure that all site requirements are actioned on a timely basis

Liaise with and advise site teams on orders and delivery timing as well as plant and equipment off hires

Liaise with costing teams on plant off-hires

Ensure all plant orders are sent to sites and filed appropriately

Ensure deliveries are made in good time

Selection of most suitable product offering

Key measures & targets:

To provide evidence of best value with regard to plant usage which may include commercial betterment, quality, and efficiency against the resource plans

Prepare monthly plant usage reports

Key relationships:

Internal site delivery team

Internal commercial team

Internal planning team

BCS Walsall

Developing relationships with the external supply chain and SW Framework suppliers

Person Specification:

The successful candidate is likely to meet all of the following criteria:

Essential

Strong numerical and analytical skills

Negotiation, influencing and presentation skills

IT literate and ability to effectively use Microsoft Office package

Strong organisational skills

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Desirable

Previous plant control/hire desk experience or working in a plant hire environment preferred but not essential – Training programme provided
Knowledge and understanding of construction would be desirable but not essential

Benefits:

As well as offering a competitive salary, remuneration for this role includes flexible benefits, which provides a range of guaranteed benefits including but not limited to:

- 5% Company pension contribution
- Life Assurance at 2 x notional salary
- Single persons private medical cover
- Permanent Health Cover

In addition you may be eligible for entry into the Company's non-contractual bonus scheme, based upon, among other things, the performance of the employee and of the business unit and/or Company.

About Barhale:

Barhale is one of the largest privately owned infrastructure specialists in the UK and was originally formed in 1980 as a specialist tunnelling contractor diversifying over the years into various civil engineering areas. Barhale works UK-wide across the water, transport, energy and developer services sectors providing design, construction and maintenance services under long-term contracts, with blue-chip public, regulated and private clients. The company employs over 800 people in the UK, has an annual turnover of £120m and a distinctive set of values that are fundamental to our approach to business sustainability.

Our business activity is carried out for the following principal sectors:

Water: Civil Engineering, Tunnelling, Pipelines and Utilities

Transport: Rail, Aviation, Waterways, Highways and Bridges

Energy: Power Generation, Power Transmission and Distribution, Waste

Developer Services: Civil Engineering across private sector developers UK wide

Specialist Businesses: Tunnelling, Mechanical and Electrical and Barhale Construction Services (BCS Group)

How to apply:

Please send your current CV and covering email outlining your suitability for the role and quoting the reference number to careers@barhale.co.uk.

We are an equal opportunities employer. We are determined that no job applicant or employee receives less favourable treatment on the grounds of sex, pregnancy or maternity, gender re-assignment, sexual orientation, religion or belief, marriage or civil partnership, age, race or disability. All information will remain confidential to Barhale and will be handled in accordance with the requirements of the Data Protection Act.