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BCS GROUP

Fabrications Contracts Manager

The Role:

- Reporting to the Business Director, the Fabrications Contracts Manager is responsible for the management of incoming enquiries and ongoing work load within the Fabrications Business Stream.
- Monitoring the workload and output of the office, workshop and site teams.
- Ensuring quotations are provided within an agreed timeframe and that all projects are completed to agreed time, cost and quality targets.
- Responsible for the sales growth and all commercial aspects of the Fabrications business stream.
- Accountable for commercial and quality activities in line with our 3 pillars of Profit, Safety and environment.

Key Responsibilities:

Commercial & Finance

- Responsible for meeting turnover, profit and margin targets. Ensuring margin is maximised through buying and selling at optimum prices, reducing nonproductive activities and reducing inefficiencies.
- Ensure variations, stoppages and additional works are communicated to customers, and upon approval are captured and costed.
- Analyse stream performance and provide updates during monthly business reviews. Provide monthly project financial forecast reports to the Finance Manager.
- Complete financial review on all completed projects. Prepare timely exception reports for projects that under-perform.
- Maintain a good level of understanding of suppliers used and their performance ensuring they meet our vendor assessment criteria and are providing competitive rates.
- Review nonproductive hours of all staff prior to submission for costing.
- Management of stock control activities and audits and ensure accurate stock records are maintained.
- Support the business during year end stock checks.
- Develop manufacturing and project KPIs.

Quotations & Customer Orders

- Management of open quotations to ensure they are followed up within agreed timescales.
- Establish reasons why on all lost opportunities, develop preventative actions and implement for future quotations/tenders.
- Provide clear instruction to the team on lead times for quotations and communication back to the customer.
- Management of enquiries and orders ensuring they are programmed and processed to agreed timescales.

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Customer Satisfaction

- Manage potential risk throughout all project lifecycles to ensure delivery is on time in full.
- Notify the customer of any potential variations at the earliest opportunity to agree actions.
- Identify and react swiftly to resolve problems before they escalate.
- Working alongside the Sales Team, establish good relationships and communication lines with existing customers, and identify potential new customers.
- Ensure the team communicate with the customer on expected delivery agreements.

Business Development

- Attend client meetings and contract prestart meetings to ensure all opportunities are maximised.
- Capitalise on new contracts and opportunities by working closely with the regional business units.
- Proactively seek new opportunities to achieve the targeted external sales growth, working with the Sales Team and Fabrications Operations Manager to focus on winning work.
- Develop a key account management strategy and ensure that all key clients identified are contacted and visited on a regular basis.
- Identify areas of development for new sectors, products and customers.
- Deliver innovations to further develop stream performance.
- Manage customer relations with the Barhale Regional Operations Management team and site contacts.

Quality

- Ensure the quality of products and services is maintained in line with project requirements, identify and introduce improvements to manufacturing processes where necessary.
- Ensure information is communicated effectively between the office and operations teams.
- Ensure drawings are produced with all required specifications and that quality documents are completed as detailed in the internal process.
- Accountable for the accurate recording of documentation.
- Assist in maintaining accreditations.

Team Leadership & Development

- Set clear measurable targets for performance expectations. Ensure roles and responsibilities are understood throughout the team and hold people suitably accountable for their work.
- Complete one to ones with all direct reports.
- Identify development and training needs for staff using the Performance and Development appraisal process.
- Encourage team involvement in, and ownership of, the company business aims and business improvement.
- Promote a right first time culture within the office and operational team, to eliminate the need for snagging/rework.

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Key measures & targets:

- Revenue and margin generated from the Fabrications business stream
- External customer growth and revenue
- Accuracy of quality documentation
- OTIF delivery of projects

Key relationships:

- Fabrications Operations Manager
- Fabrications office team
- Fabrications and Site Operatives
- Quality Team
- BCS Operations Manager
- BCS Finance Manager

Person Specification:

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

Essential

- Previous experience working within the Fabrications industry, with knowledge of the manufacture of permanent structures
- Excellent management skills, with previous experience managing a workshop and office team
- Understanding of the financial responsibilities of leading a business stream

Desirable

- Knowledge within waste water and Rail industries

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
- Company Car / Car Allowance
- Life Assurance at 2 x notional salary
- Single persons private medical cover
- Permanent Health Cover

About BCS Group:

BCS Group, a subsidiary of Barhale Holdings Plc, is a privately-owned company. We are a leading supplier of safety and construction products and services that has depots in both the Midlands and Scotland. We pride ourselves on providing a first-class service to all our customers, ensuring the right product or solution is delivered to the right location on time. With over 5,000 items within our core range, BCS Group can fulfil any order and ensure it is delivered direct via our own dedicated transport fleet or those of our partners.



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Manufacturing: Our capabilities include standard and bespoke signage, labels, temporary and permanent road traffic signs and bespoke steel fabrication/installation which includes foot bridges, walkways, flooring, guardrails, ladders and tunnelling products.

Extensive Stock Range: Distributor of leading industry brands in PPE & clothing, traffic management, safety & lifting and site equipment products. These include Bollé, Pulsar, Globus, Rock Fall, Progarm, Portwest, Melba Swintex, Oxford Plastics, JSP, Nissen, Carters, Orafol, Crowcon, Radiodetection, Dräger, Ridgegear, and Plant Nappy.

Safety Equipment Servicing: Specialist safety & lifting repair, calibration and inspection since 1999. We have our own purpose-built maintenance and calibration facility for gas detection, cable avoidance, breathing apparatus and lifting equipment which along with our fully equipped mobile calibration unit is where all maintenance and repairs are carried out. Our staff are trained and fully qualified in maintenance, calibration and inspection of a full range of specialist safety & lifting equipment.

Our People: With a direct work force philosophy, the company culture is driven by our core values, which describes how we act day-to-day. We ensure all your needs are met through our national call centre and dedicated account management.

Triple Accreditation: ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 and ISO 50001:2011 standards, which means our customers can have complete confidence that we have an ongoing commitment to be a safe, efficient and responsible partner.

How to apply:

Please send your current CV and covering email outlining your suitability for the role and quoting the reference number to bcscareers@bcsgroup.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.