

Role Profile

Site Manager

Reports to: Project Delivery Lead

Department:

Purpose
<p>Reporting to Project Delivery Lead the Site Manager is responsible for the management of the construction site in order to achieve required project delivery to the customers' objectives, while maintaining high standards of health and safety, quality, environmental impact and cost control. They will deliver on-going projects, to the specified quality, the required program and to the maximum commercial performance.</p> <p>The post-holder will work closely with the Barhale Enpure Joint Venture partners, Estimating/Commercial Department, engineers and surveyors to ensure that projects are completed in a safe manner whilst customer requirements and expectations are always maintained or exceeded.</p>
Main Duties & Responsibilities
<p>Key Accountability and Responsibilities</p> <ul style="list-style-type: none"> • To ensure compliance with Barhale Enpure Joint Venture procedures and work instructions, guide notes and other information that forms part of the quality assurance, health and safety and environmental management systems. • To ensure the effective management and supervision of all Direct Labour or sub-contractors with respect to time, cost and quality. • Produce and manage project programme • Assume overall responsibility for the successful delivery of projects • Production and implementation of project plans, risk assessments, method statements, and site waste management plans are in line with the JV procedures. • Provide effective interface management and supervision of all sub-contractors. • Ensure the commercial performance of the contract is maximised • Maintain effective good relations and communication with the Client and the Barhale Enpure Joint Venture team. • Ensure that the site accommodation and facilities are maintained to a high standard. • To ensure that all materials are efficiently received and stored safely in good condition. • Ensure that site daily records are produced and distributed in accordance with procedures. • Act as the environmental representative for the company on site. • Report progress against the agreed programme for the works and advise of any delays to the Project Manager. • Comply with all Health and Safety responsibilities commensurate with the role, as outlined in the Health and Safety policy. • To comply with all Environmental responsibilities commensurate with the role. • Encourage and coach team members to develop their skills • Any other duties commensurate with the position as may be assigned from time to time.
Performance Measures

- Conformance with the Company's Health & Safety Policy
- Accuracy and quality of own and sub-ordinates engineering work
- Ability to meet own and sub-ordinates proposal or project timescales - all within budget
- Ability to work within a team environment
- Contribution made to the development of Engineering department procedures and Systems
- Conformance with the Company's Quality Assurance System

Collaborative Working

- Work collaboratively with the Client and wider Project delivery team ensuring effective and timely communications, proactively managing the expectations of both the client and the JV.

Audit and governance

- Comply with the Governance as set out by the JV
- Work with the JV and client Audit team to ensure all documentation are available for audits as required.
- Demonstrate compliance to ensure scores remain in the upper quartile.

Qualifications & Experience

Criteria	Requirement	Essential/ Desirable
Qualifications/Skills	<ul style="list-style-type: none"> • Degree/HNC in Civil Engineering or equivalent • CSCS Manger Card • First Aid Training • IOSH Managing Safely or SMSTS • Lifting appointed person & Cable avoidance training 	Essential Essential Essential Essential Essential
Knowledge and experience	<ul style="list-style-type: none"> • Civil Engineering experience • Working knowledge of NEC contract conditions, CDM regulations, Design Management, Programme & Risk Management and cost control including forecasting, actual cost and value reporting. • Experience with deep excavations. • Able to demonstrate responsibility for the project programme. Work with the planner, design and site team to update the programme as required. • Good knowledge of specifications and testing regime relevant to the general civil engineering. • Proven ability to manage the expectations of the customer to ensure a seamless transition of asset ownership. 	Essential Essential Essential Essential Essential Essential
Personal Qualities	<ul style="list-style-type: none"> • Ability to demonstrate the right behaviours and motivate and lead the team in line with the Joint 	Essential

	Venture culture, ensuring high standards of compliance.	Essential
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