Quantity Surveyor

Location: Head Office / Hybrid
Full-time | Competitive Salary (Based on Experience)

We're a small but fast-growing company based in South Wales working on exciting High Voltage Infrastructure Projects across the UK. As part of our continued growth, we're looking for a Commercial Quantity Surveyor to join our close-knit, supportive team.

About the Role

The Quantity Surveyor will be responsible for the Commercial Management of Projects from tender handover through to final account settlement. The role involves managing Project costs, Sub-Contractor accounts, Client applications and variations, ensuring that Projects are delivered profitably while maintaining strong commercial relationships with Clients, Suppliers and Sub-contractors.

The Quantity Surveyor will work closely with Project Managers, Engineers and the Finance Team to maximise project profitability, manage commercial risk and ensure contractual compliance.

Key Responsibilities

Commercial Management

- Manage the commercial aspects of multiple Projects simultaneously.
- Monitor Project budgets, costs and profitability throughout the Project lifecycle.
- Prepare and maintain cost forecasts and cash flow projections.
- Identify commercial risks and opportunities and report these to management.
- Ensure Projects are delivered in accordance with contractual requirements.

Valuations and Applications

- Prepare and submit Client applications for payment.
- Review payment notices and ensure payments are received in accordance with contractual terms.
- Monitor aged debt and assist with the resolution of payment disputes.
- Support the Finance Team with invoice queries and payment recovery.

Variations and Change Control

- Identify, price and submit variations and compensation events.
- Maintain detailed variation registers.

- Ensure all variations are supported by appropriate records and evidence.
- Negotiate and agree variation values with Clients and Principal Contractors.
- Maximise recovery of all additional work undertaken.

Cost Control

- Monitor Project costs against budgets.
- Review Labour, Plant, Material and Sub-Contractor costs.
- Produce monthly cost value reconciliations (CVRs).
- Investigate and report cost overruns and recommend corrective actions.

Procurement and Subcontract Management

- Obtain and evaluate quotations from Suppliers and Sub-Contractors.
- Prepare Sub-Contract orders and agreements.
- Assess and certify subcontractor applications for payment.
- Negotiate Sub-Contractor accounts and final settlements.
- Ensure procurement activities achieve best value for the business.

Contract Administration

- Review and understand contract conditions and obligations.
- Assist with contractual correspondence and notices.
- Support the resolution of contractual disputes and claims.
- Maintain accurate Project records and documentation.

Final Accounts

- Prepare and negotiate final accounts with Clients.
- Agree final Sub-Contractor accounts.
- Ensure all commercial matters are concluded promptly following Project completion.

Key Performance Indicators (KPIs)

- Project profitability achieved or exceeded.
- Variations identified, submitted and recovered promptly.
- Applications submitted accurately and on time.
- Reduction in aged debt and outstanding applications.
- Accurate monthly CVR reporting.
- Timely agreement of final accounts.
- Effective Commercial Risk Management.

Skills and Experience

Essential

- Previous experience as a Quantity Surveyor within the Construction, Utilities, Electrical Power Engineering or Infrastructure Projects.
- Strong understanding of commercial and contractual processes.
- Experience managing variations, applications and final accounts.
- Excellent numerical and analytical skills.
- Strong negotiation and communication abilities.
- Proficient in Microsoft Excel and Microsoft Office applications.
- Full UK Driving Licence.

Desirable

- Experience within HV/LV Electrical Works, Substations, Energy Transition, Renewable Energy and / or Grid Connection Projects.
- Knowledge of NEC, FIDIC, MF/1 and JCT Contracts.
- Degree or HNC/HND in Quantity Surveying, Commercial Management or related discipline.
- Membership of RICS, ICES or similar professional body.

Personal Attributes

- Commercially aware and profit-focused.
- Organised and detail-oriented.
- Proactive, self-motivated and able to work independently.
- Strong problem-solving skills.
- Professional and confident communicator.
- Able to build effective relationships with Clients, Sub-Contractors and Internal teams.

Authority Levels

The Quantity Surveyor is authorised to:

- Prepare and submit applications for payment.
- Negotiate and agree variations within delegated authority limits.
- Review and recommend Sub-Contractor payments.
- Escalate commercial risks and contractual issues to Senior Management where necessary.

Working Relationships

Internal

- Directors

- Commercial Manager
- Project Managers
- Site Managers
- Procurement Team
- Finance Team

External

- Clients
- Principal Contractors
- Consultants
- Suppliers
- Sub-Contractors

General

The duties contained within this job description are not exhaustive and may be amended from time to time to meet the needs of the business. The post holder will be expected to undertake any reasonable duties within their capability as required by the Company.

Join us and play a key role in building the future of High Voltage Power Systems and Energy Transition while working in an environment where your contribution is truly valued.

📩 **To apply**, send your CV to admin@unitypowerltd.co.uk

We look forward to hearing from you.