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Story Homes
Kensington House
Ackhurst Business Park
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09th January 2018

Dear Sir/Madam

I wish to apply for the role of Production Manager, please see my CV (attached) for your consideration.

As demonstrated in my CV, I have a strong construction background, with a broad skill set that is transferable into other construction sectors. I possess an ONC and HND in civil engineering, NEBOSH construction certificate and recently achieved my SMSTS certificate.

I commenced my career as a trainee engineer in 2001 and have progressed to my current position of operations manager. During my career, I have worked for several construction companies and have acquired invaluable experience which I believe is transferable between organisations and construction disciplines.

My current role requires me to manage a number of site based operational teams both in-house and subcontractors. This involves significant forward planning to ensure the teams under my control are fully utilised to maximise productivity. I ensure projects are executed in line with current legislation and internal company procedures. I have overall responsibility for ensuring all work is completed safely and that a quality product is constructed on time and to budget.

As a senior member of the organisation, I am responsible for the production of detailed reports for submission to the board of directors. Reports include, Health, Safety, Quality & Environmental (HSQE) statistics, the current position of each project including programme and delays, and the financial position of each project.

Although I have not been previously employed within the house building sector I am confident that my skills and experience would be transferable to the role of production manager within Story Homes and that with the relevant training I would be an asset to the team.

Thank you for taking the time to consider my application, I look forward to hearing from you.

Yours Faithfully

Andrew Ball