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| **Job title:**  | Senior Quantity Surveyor |
| **Department:**  | Strategic Land  |
| **Responsible to:**  | Commercial Director (Strategic Land) |
| **Responsible for:**  | External Consultant Teams |

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| **Job Purpose:**  |
| **To ensure project control and provide commercial expertise for** Story Homes development projects (including the establishment of a new product range and delivery model, targeting new markets)**. To create and maintain a pricing document for all house types and their specification. To control project spend in line with budget and to exploit all opportunities for commercial gain whilst managing risk to minimise commercial pain. To price land development opportunities to optimise value for both Story Homes & the Land Owner and then be responsible for the procurement and appointment of contractors to deliver on site to business plan margins.**  |

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| **Main Duties and Responsibilities:** **House Type Range Pricing & Specification*** Work closely with Group sales & design teams to develop a house type range that maximises ranking/plotting efficiency whilst meeting customer needs and staying on brand.
* Create and deliver the base cost data for the house type range across all regions.
* Monitor and review supply chain, ensuring lessons learnt and risks and opportunities are acted upon proactively to consistently improve the products ranking efficiency.

**Land Viability Assessment*** Appoint and manage an engineering consultant team to produce a viability information pack suitable for pricing.
* Utilise and work closely with the regional resource as an audit function to validate consultant work where necessary.
* Produce land viabilities though measuring and quantifying drawings and maintaining records.
* Provide cost information in relation to project risk and opportunity and maintain a register.
* Develop and maintain a schedule which tracks value engineered opportunities and their value.
* Assist the land manager in the preparation of bid documents and formulation of bid strategy.
* Produce updates and revisions to viabilities in line with Land team / Management team requests.

**Subcontract procurement and site start approval budget*** Secure best rates through comprehensive tender lists ensuring a minimum of 3 sub-contractors per trade on each development.
* Prepare, compile and update trade specifications.
* Secure best value achieved through procurement process.
* Gain approval of all sub-contractor tender lists prior to commencing tender process.
* Prepare and finalise the site start approval pack including a cash flowed detailed budget, risk & ops schedule, procurement schedule in line with construction standard drawings.

**Commercial Reporting*** Report accurate budget figures for approval to Senior Management prior to commencement on site.
* Monitor monthly CVRs and liaise with Production to identify trends affecting budgets (update live budget costs accordingly).
* Contribute to pre-tender / operations meetings including those with sub-contractor attendance and provide commercial reports where requested.
* Collaboratively ensure any updates are recorded and understood with key colleagues.

Project Management* Act as project manager for the pre-contract stage of the project lifecycle.
* Ensure all assigned projects have project control documents in place and are managed including a detailed budget, programme, risk & opportunity schedule, and action log.
* Be responsible for obtaining all necessary internal approvals to progress the project through project milestones to a successful conclusion.
* Keep abreast of best practice, identifying efficiencies and lessons learned are carried forward and implemented.
* Contribute to pre-contract and pre-start meetings.
* Ensure a comprehensive hand over of the project to regional post contract teams including all project control documents.

**Other*** Demonstrate role model behaviours in line with the Aspire behavioural framework.
* Coach and develop colleagues and external consultants to maximise potential.
* Provide timely and effective feedback on performance of project teams.
* Work closely with Group and regional counterparts where required.
* Provide input to support new initiatives.
* Ensure familiarity with Story Homes Health, Safety and Environmental policies and complywith employee responsibilities.
* At all times comply with company policies, procedures, and instructions.
* Contribute to improving the business, protecting, and enhancing the reputation of thecompany, by putting forward new ideas and, when requested to do so, implementing change.
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| **Key Attributes** | Core:* Entrepreneurial spirit, problem solver and can do attitude
* Significant knowledge of the construction industry
* Good IT skills, specifically MS Excel
* Excellent attention to detail
* Ability to manage multiple stakeholders and key colleagues
* Excellent communication skills and problem solving skills
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| Desirable:* Minimum of 5 years experience in residential development sector
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| **Qualifications/****Experience** | Core:* Full driving licence
* Experience of working with and managing sub-contractors and consultants
* Ability to carry out detailed take-offs
* Experience of pricing developments for land bids
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| **I confirm I have read and understood my job description.** |
| Employee Name |  | Date |  |
| Employee Signature |  | Date |  |
| Line Manager Signature |  | Date |  |

I*t is a requirement of Story Homes that all staff work in a flexible manner compatible with their job and in line with the objectives of the company. Please note that the job description for this position may be reviewed and amended to incorporate the future needs of the business.*