

Job Title: Quantity Surveyor

The Role: Due to the continued growth of our Brighton office, we are looking to employ a Quantity Surveyor to work on pre and post contract residential, commercial, education and public building schemes both refurbishment and new build.

The workload will include a wide variety of exciting projects for our public and private sector Clients as well as working with Local Authorities, covering both pre and post-contract duties (from feasibility costs to agreement of Final Account).

You will assist the team with report writing, cost plans, measurement and preparation of budgets and cost plans, Bills of Quantities, Contract Documents, analysis of construction cost, visiting sites, liaising with Contractors, dealing with L&E claims etc and responding to Client requests for information.

Requirements: You will be a committed, enthusiastic candidate with strong work ethics, a good communicator. You will demonstrate innovation, flexibility, passion, curiosity and creativity to identify and solve problems with first-rate literacy and numeracy skills. You will speak up about any new ideas you may have and you will have the confidence to work under pressure and prioritise and plan effectively.

- Preferably educated to degree level and ideally be RICS or CIOB qualified
- Over 3 years post graduate experience and capable of running projects from inception to completion with limited assistance
- Excellent communication skills
- Self-directed and forward thinking
- Experience of Bills of Quantities is desirable along with knowledge of computer measurement systems eg CUBIT

- Package:**
- Career progression
 - Sponsorship of professional accreditation
 - Initially 25 days annual leave increasing with service
 - Pension scheme
 - Ride to Work scheme
 - Buying of additional holidays
 - Social events

Our Company: We are a Construction Consultancy, have been around since 1970 and employ over 170 people. Over the years we have built a reputation of integrity, reliability and excellence for all of our services.

Our business, which operates out of five offices in Beckenham, Brighton, London, Cambridge and Colchester, is continuously growing and the feedback from our Clients is glowing.

We have achieved our success by focusing on the goals of supporting and looking after our staff and Clients, and making sure that any future expansion does not conflict these ideals.

We are delighted that we have been recognised as meeting the high standards of organisational excellence defined by the 'Investors in People' (IIP). We feel that from obtaining this accreditation, it is an important step in ensuring our employees feel they are valued and an integral part of the Company.

For more information on Potter Raper please visit our website – www.potterraper.co.uk

Office Location: Potter Raper
Office 1
10 Hanningtons Lane
Brighton BN1 1GS

Process: We will review your covering letter and CV in detail, should you be successful at this stage then you will be invited in for an interview by a Director. During the interview we will explain the next steps and give you an opportunity to ask us any questions you may have.

We are an Equal Opportunities Employer and all applications will be treated in the strictest confidence.

Reference Number: QS/FT/BRI/21

To Apply: Please send your covering letter* and CV to:-

recruitment@potteraper.co.uk

*Please include in your covering letter your salary expectation.

Please include 'Quantity Surveyor – Brighton' in the email subject title

Recruitment Policy: If you are a Recruitment Agency and you choose to respond to this vacancy post then you are deemed to have read and accepted our Recruitment Company Terms and Conditions. This can be found here –

<http://www.potteraper.co.uk/policypdf/recruitmentpolicy.pdf>