

Building Services Manager (South)

Job Title:	Building Services Manager (South)
Department:	FM
Reporting to:	Business Lead
Responsible for (staff):	Project Delivery Teams
Location:	Field based
General Purpose of Role:	Assist in the creation of delivery teams and related pipeline, with day to day focus on commercial, training and safe working methodology. Delivering high quality projects on time, to required specification and within Sainsburys specified commercial remit. Growing the delivery teams in terms of experience, knowledge and upskilling and driving growth of the South Small Projects team scope and delivery model.

ACCOUNTABILITIES

- Track cost plan/tender and Bid work for Sainsbury's and Argos to completion, assisting preparation of bids and tenders
- Support in establishing a materials and labour schedule of rates with the Arcus Commercial Department for Sainsbury's and Argos works for commercial rebate purposes.
- Update the Departmental programme for issue to both internal and multi-client stakeholders.
- Drive best value and innovation, working with the Arcus Procurement Team to identify best use of Arcus Sub-Contractor and Resource Agency database, and expansion of said database in line with departmental needs.
- Liaise with Client Teams, Business Development, Arcus internal departments to define opportunities for future growth and innovation: in particular time on site/programme duration/shift working patterns.
- Drive adherence and compliance in delivering TBT's, Tool Compliance and SSOW methodology.
- Devise Departmental training plan and Skills Matrix in respect of HSQE training and attainment of relevant industry leading qualifications.
- Review P+L to identify savings, rebates and cross charging opportunities to drive departmental commercial out-turn.
- Build a wider business awareness in defining opportunities for future working: working with the Shared Sites Team/Small Projects, Projects and Field Teams to define ways of working: including monitoring and completion of Project Life Cycle milestones and requirements.
- Create and manage the Department Training plan: inclusive of identification of training suppliers, industry related accreditations and qualifications...working with the Arcus L+C Team and Technical Training Team.
- Day to Day management of the Clerk of Works demonstrating commercial value in delivering refined scopes and to agreed Sainsbury's/Argos specification/standards.
- Industry standard knowledge of innovation in access equipment/materials and methodology in the relevant work stream.
- To attend training courses as and when necessary to develop your technical knowledge and skills.

KNOWLEDGE AND SKILLS

- Degree or equivalent Project Management qualification
- IOSH Certificate or NEBOSH (Desired)
- SMSTS
- Minimum of 4 years in a Retail/Office Fit-Out or Civils related Building Fabric management or leadership role.
- Experience of working within a customer facing, time pressured environment
- Experience of working within a multi layered, cross functional business
- Strong communication skills with an ability to deliver information to a varied audience
- Clean Drivers Licence

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- Committed to delivering exceptional customer service
- Actively contributes to the team's targets either individually or by supporting others
- To represent the company in a professional and competent manner at all times and develop a good working relationship with Field Teams, Small Projects, New Business and Central Support functions, as well as the Sainsbury's FM Team.
- To ensure effective cascade of appropriate Arcus communications, delivering critical corporate and operational updates within your immediate Team of peers, and where required, to the wider Arcus Team.
- Be flexible in their approach to working patterns with a strong willingness to learn and self-development.

OTHER FACTORS

- The position is suited to a self-motivated, forward thinking and strong team player, enthusiastic, and committed to delivering the best for our Field Teams and the client.
- Proactive – seeks out opportunities for continual learning and self-development
- Trustworthy
- Team worker
- Diligent and detail conscious
- Committed to delivering exceptional customer service
- Reliable
- Motivated
- Logical in your approach
- Organised, and an exceptional self-starter
- The post holder must be able to work flexibly, as determined by business requirements

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