



JOB TITLE

Job Title:	Commercial Manager
Department:	AMSL
Reporting to:	Stuart Marsh
Responsible for (staff):	Commercial delivery and support of Coop Accounts
Location:	Redditch
General Purpose of Role:	To interact with the Client delivery team in regards to commercial forecasting, strategy and operational delivery. To oversee commercial performance on the Client Accounts. Report areas of weakness and support internal strategies ensuring the successful partnership with our client IFM agreement.

ACCOUNTABILITIES

- Take ownership of administrative processes and ensure they remain relevant
- Introduce cost effective efficiencies where possible in line with company values
- Oversee sub contract support for all PPM delivery and ETCW from a commercial perspective and report none compliance to management
- Engage with the client financial, commercial and engineering teams at all levels to allow true integration
- Liaise with finance team to ensure seamless work flow through to invoice
- Produce management reports for review and sign off
- Track and monitor commercial failures through to rectification
- Identify areas for improvement and risk through commercial review
- Implement where necessary relevant training across the team to improve commercial acremen
- Embrace the Arcus culture and ensure the team understand our vision and values
- Implement forecasting for capital requirements based on operational necessity and perceived cost savings
- Generate senior management reporting to demonstrate cost returns on investment
- Implement sound commercial governance to enhance
- Implement sound commercial governance to enhance operational delivery

KNOWLEDGE AND SKILLS

- Relevant commercial or financial degree
- Must be computer literate and be able to demonstrate this skill
- Excel advanced level and proficient in Word and Power point
- Demonstrate managerial concepts within the commercial environment
- Demonstrate good business commercial acumen
- Business finance knowledge
- Excellent communication skills at all levels
- Demonstratable analytical skills for forecasting and strategy projections
- At least 5 years' experience in a similar role

VALUES & BEHAVIOURS *(present on all Job Descriptions – no need to amend)*

Do it **SIMPLY**:

- Improve every day – provide sustainable, workable and lasting solutions to challenges
- Strive for efficiency – work in an uncomplicated manner, using language and terminology that can be understood by all

Do it **WELL**:

- Act safely and responsibly – safety first and at the forefront of everything you do
- Excel at customer service – find solutions that meet, where possible exceed expectations



Do it **WITH PASSION**:

- Perform with pride and purpose – act as a positive role model to others
- Value each other – be open and transparent and respect the views of others

OTHER FACTORS

(optional statements to include if relevant to the position)

- The post holder must be able to work flexibly, as determined by business requirements
- This position may at times involve working weekends depending on client requirements