

JOB DESCRIPTION

JOB DETAILS

Job Title:	Civils Supervisor
Vacancy Reference:	RJM1018
Salary:	Competitive
Department:	Utilities
Reporting To:	FOTP Manager
Hours of Work:	Monday – Friday (Weekend Flexibility)
Base:	Langley Mill, Nottingham base but travel required
Contract Type:	Fixed Term (3-5 years with view to extend)

JOB SUMMARY

It has never been a more exciting time to join the McCann team as we continue to grow and go from strength to strength.

We are looking to recruit a Civils Supervisor to monitor multiple sites, responsible for overseeing field activities and resources ensuring site safety and compliance whilst maintaining the highest levels of excellence, productivity and performance.

DUTIES AND KEY RESPONSIBILITIES

The ideal candidate will possess strong management and negotiation skills, high attention to detail and able to resolve complex conflict as well as high level organisation and time management abilities.

To help us build the future, your role will consist of: -

- Completing daily audits (MWorker - live and retro), analysing and feeding back results to operational managers including, Project Manager, and taking action where required.
- Ensuring works are to the correct specifications including documenting and taking pictures, where required
- Having overall responsibility for the site set-up and ongoing maintenance, with a strong focus on NRSWA compliance
- Understanding permit/noticing requirements and ensure these are adhered too
- Working closely with our client's field operations teams
- Dealing with members of public in a polite and professional manner

- Reviewing plans and ensure all documentation is available as required (utility stats, clear engineering drawings, etc)
- Timely communication and updates with the Management team, including reporting of any changes or deviations from plans
- Accurate measures of work undertaken
- Collation of data, including scheme drawings of layout, sections and construction details, as-build drawings
- Early identification of problematic issues on site, and timely reporting of these
- Managing and ensuring adherence to the CDM guidelines specific to supervisor responsibilities
- Promoting Near Miss and Positive Intervention reporting
- Detailed investigations of any utility strikes
- Completing site surveys including risk assessments of new sites ensuring any necessary changes and or requirements are reported to the Project Manager
- Uploading documents to Comex or the client's systems, in line with project requirements.
- Supervising any Traffic Management requirements
- Understanding client KPIs and SLAs and mitigate any risk
- Collaboration with internal teams, client and local authorities.

Essential Competencies and skills:-

- NRSWA Level 10-16
- SSSTS or SMSTS
- EUSR

- Excellent organisational and communications skills
- Sound IT skills and ability to learn new systems quickly

WHAT WE OFFER

In return we offer an opportunity to work on some of the UKs most exciting construction projects, in a fast-paced environment where each day brings new challenges as well as a competitive salary and benefits package. We will always consider flexible working hours and arrangements.

- 25 days annual leave entitlement, plus bank holidays
- Competitive salary
- Discount gym membership
- Optional private healthcare
- Company car or car allowance

EQUALITY, DIVERSITY & INCLUSION

J McCann & Co Limited

Job Description & Person Specification



J McCann is an equal opportunities employer and will not discriminate on the grounds of age, disability, gender reassignment, marriage or civil partnership, pregnancy or parental leave, race, religion or belief, sex, or sexual orientation.

In line with our Social Value commitment, we will guarantee an interview to any member of groups experiencing disadvantage, including long term unemployment, ex-offenders and those not in education, employment or training that meets the essential competencies set out in the job description and person specification.

As an employee, you have the right to:

- A workplace that is free from unlawful discrimination, harassment, or bullying
- Inclusive practices and behaviour in the workplace
- Equal access to benefits and conditions
- Fair allocation of workloads
- Competitive merit-based selection processes for recruitment and promotion
- Accessible processes to deal with work-related complaints and grievances

HEALTH & SAFETY

Every employee is responsible for their own safety and the safety of other in the workplace and has a duty to report any issues or perceived risks to their line manager in the first instance or the Health and Safety department.



PERSON SPECIFICATION

Factors	Description	How Assessed (A/I/Q)
Qualifications		
Experience		
Skills / Knowledge		
Personal Attributes		
Other		

*A= Application Form I=Interview Q=Qualification/Certificates