



Example of Quantity Surveyor Job Description

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Our innovative and growing company is hiring for a quantity surveyor. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for quantity surveyor

- Contribute to the management and maintenance of a contract cost reporting system, ensuring all financial information is managed and up-to-date and tracked with budget/tender allowances, commitments and deviations highlighted and managed
- With other members of the team, produce and provide accurate forecasts of project cost to completion and final value
- Continually monitor projected costs to completion in line with budget
- Have previous experience in Quantity Surveying, some of which should have been obtained within a relevant business environment
- Have a valid CSCS card
- Have detailed knowledge and understanding of tendering and procurement processes
- Have the ability to apply the knowledge and principles of commercial management to construction projects
- Advise the Project Manager and Senior QS/Commercial Manager early, of any potential over-spends, non-compliances and any other problem areas on the project
- Take responsibility within the Project Team to ensure projects are setup on the company accounting system with a suitable Work Breakdown Structure in line with OPSTAT guidelines
- Take responsibility for accepting budget & tender data from successful tenders into the Company accounting/Reporting System

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- Internship experience in quantity surveying would be of advantages
 - Ability to implement commercial/contractual matters within a multi-disciplinary team
 - Ability to analyze project variations and changes, prepare project reports, analyze information for adjustments to project budget as necessary to ensure a successful project for the client and the firm
 - Ability to measure works on site and from drawings including competence with electronic measurement systems
 - Holds the relevant qualifications (Degree or HNC in Quantity Surveying desirable)
 - Civil Engineering project history