



7<sup>th</sup> August 2021

### Site Manager

Hembury Homes is a privately owned ambitious residential housing developer based in the South West that is rapidly growing. Due to the increased workload we are currently looking for a New Build Residential Site Manager to join the company for site locations within Devon. The ideal candidate would be someone already within the New Build Housing industry with a minimum of 3 years' experience. The successful candidate will be responsible for day to day activities on site; ensuring materials and subcontractors arrive on time and carry out work to the required quality standards, maximising and managing output of directly employed labour, minimising waste of materials supplied by Hembury Homes, ensuring site progress is carried out within the construction timescales allotted, dealing with day to day issues and highlighting larger or ongoing issues to line managers, be responsible for health and safety on site and be responsible for mentoring and developing staff under Senior Site Manager's control.

The role will report directly to the Managing Director and would suit a self-motivated, conscientious individual who thrives on working in an industrious environment and is happy to embrace / explore new ways of working including technology based solutions.

#### Main responsibilities

- Create the construction H&S phase plan with our H&S Consultants
- Liaise with QS and MD as to which Sub Contractors are used
- Produce and update Microsoft project construction program to report on progress
- Raise queries on construction drawings to relevant consultant
- Understand obligations contained with consultants reports and section agreements in place
- Responsible for day to day health and safety
- Responsible for organising subcontractors on site
- Responsible for ordering required materials on site in a timely manner
- Responsible for site quality and the smooth running of site
- Responsible for improving quality of product and process wherever possible whilst working as a team with all of members of the company.
- Obtain and check all Subcontractor RAMS prior to them starting and advise them of any errors.
- Check over work completed by subcontractors before signing the completion certs
- Manage and mentor their own workforce / Site assistants (Foreman/ Telehandler driver and Labourers
- Hold regular meetings with CM / design team and subcontractors as required
- Make day to day decisions on minor design issues and work with CM and design team to rectify any major issues
- Liaise with Subcontractors and rectify and defective work highlighted by NHBC or BC
- Liaise with Sales Negotiators on regular basis, giving as much help and advice that's needed to any potential purchaser
- Produce monthly progress and quality reports
- Attend and contribute regular team reviews of schemes throughout design process.



- Mentoring and development of staff under Site Manager eg Assistant Site managers, Site Assistants, telehandler drivers and labourers.
- Liaise with technical team regarding minor amendments for planning during construction.
- Perform any tasks that the business may require and which fall within the competence of a supervisory and technical competence level.
- Full driving licence required.

**What you will get in return:**

You will receive a competitive salary, package, training as required and the chance to work for a forward-thinking modern organisation with a family run feel. Applications and CV's can be emailed to [dan.salt@hemburyhomes.co.uk](mailto:dan.salt@hemburyhomes.co.uk)