



Site Manager

Robson Civil Projects is a leading civil contractor looking for a highly motivated and experienced Site Manager to manage projects in a manner that supports divisional and company profitability and sustainability goals. We currently have opportunities available within the Sydney region and surrounds to meet the project requirements of these various locations. The Site Manager holds a critical position to ensure a safe and healthy team-based approach to complete site works within agreed time, budget and quality requirements.

Main Duties and Responsibilities:

- Communicate Policy and disseminate information relating to the project to site workers.
- Prepare or assist in preparation of Safe Work Method Statements where appropriate.
- Ensure equipment used on site is of the appropriate type, is maintained in good condition and is used in accordance with manufacturers' instructions and any relevant regulations.
- Obtain and review maintenance records of plant and equipment where applicable and take appropriate action as required.
- Assist in accident/incident investigations as required.
- Arrange weekly site tool-box meetings to encourage participation in solving issues relating to project quality, safety, environmental protection, program and budget.
- Maintain productive relationships with project site workers, subcontractors, consultants and the community.
- Manage work performance of self, site workers and subcontractors.
- Develop alignment between site worker capabilities and project objectives.
- Identify and assist Project Manager with resolution of project resource and skill gaps.
- Demonstrate on a daily basis personal behaviours that uphold company values with a view to driving these values throughout the company.
- Maintain effective dialogue with customer's representative during site inspections to ensure customer expectations are being met or exceeded.
- Monitor resources to ensure progress occurs in accordance with project program prepared by the Project Manager.
- Achieve project completion on time with zero outstanding defects.
- Ensure project safety, technical and commercial objectives are achieved through adequate planning and delivery processes.
- Aggressively manage construction programs and monitor progress against program.
- Continually seek opportunities to improve project performance.
- Ensure quality issues are managed in accordance with Project Quality Plan.
- Plan and track production costs against targets and aggressively manage costs to maximise profit.
- Maintain adequate detailed records of contract variation costs.
- Assist Project Manager with preparation of monthly progress claims.
- Ensure information supplied regarding production is accurate and timely.

The ideal candidate will have:

- Ten years experience in civil construction
- Three years experience in civil construction supervision
- Capable of managing site works on projects over \$5 million
- Working knowledge of budget processes
- Understanding of OH&S, Environmental and Quality Assurance requirements
- Competent computer skills (Outlook, Excel, Word)
- Current Driver's license
- Construction Industry Induction
- Senior First Aid
- Cert IV in Civil Construction
- Cert IV in Frontline Management

If you are interested in this exciting opportunity and have the relevant experience, please forward your application to: jobs@robsoncivil.com.au (previous applicants need not apply)