



BE PART OF OUR GROWTH – COME ON-BOARD! AG ARE SEEKING A GRADUATE QUANTITY SURVEYOR

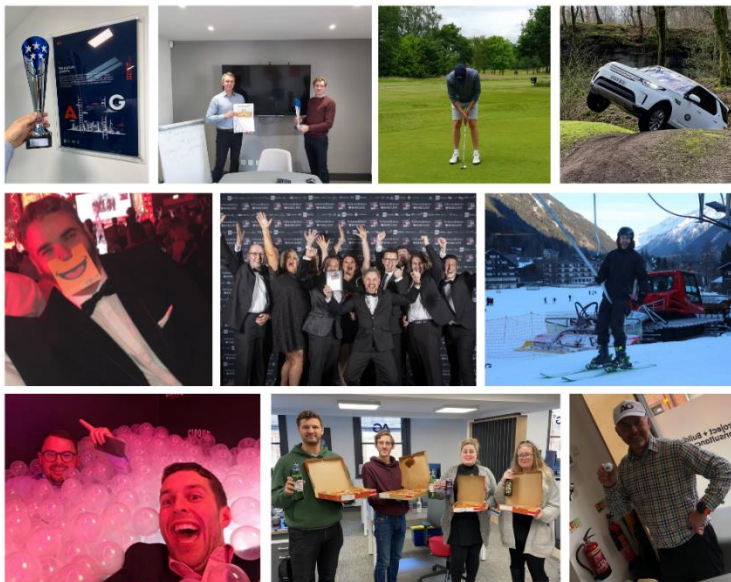
LOCATION:
Preston

ABOUT US:
AG are an ambitious and dynamic practice who recognise and reward contribution. We don't let a good idea get in the way of the best idea. We are an award-winning Project and Building Consultancy with a reputation for delivering commercially savvy advice to local and national clients including registered providers, developers, occupiers and investors.

We are extremely growth focussed and are looking to achieve a 100% growth over the next 3 years as part of our business growth plan. We have big ambitions and want the best team with us on this exciting journey.

We couldn't have achieved the success we have without our dedicated and hardworking team and AG are fully committed to the professional and personal growth of our team. We have a flat company structure giving employees the opportunity for fast track to the top.

Finally, and if not most importantly, we believe work should be fun and enjoyable and we aim to ensure our team has a brilliant (fun) career!



THE ROLE:

Includes but not be limited to:

- Working from our Preston office you will undertake the role of Graduate/Assistant Quantity Surveyor reporting to the Senior Managers.
- You will be responsible for assisting on a wide variety of schemes throughout their entire project lifecycle, providing support and input where necessary.
- You will assist in undertaking a range of roles as dictated by the Client (Contract Administration / Employers Agent / Costs Consultancy Advice).
- Prepare detailed cost estimates / cost plans.
- Prepare tender documentation, Schedules of Work and Employers Requirements using various forms of measurement / Contracts.
- Assist in administration and on contracts, typically the JCT / NEC forms of contract.
- Assist in preparation and agreeing interim valuations / final accounts with contractors and issue recommendations for payment. Price variations throughout the duration of a contract and provide cost advice to Clients.
- Provide assistance to other disciplines within the Practice when required. Support and promote growth of the business, networking with existing and potential new Clients as and when required.
- Engaging with the APC process through AG Academy to achieve Chartership.

THE PACKAGE:

Includes but not be limited to:

Recruiting and developing the best people is fundamental to our growth plans and we recognise and reward our employees by offering competitive salaries and transparent bonus scheme and a range of additional benefits that includes:

- Salary Range (Depending on Experience) – £18 to 28K.
- On Target Bonus of £2-4k. Your potential bonus pot being visible throughout the year and updated monthly.
- Clear and planned progression route – Fast track to the top for outstanding performers.
- Core hours working between 10am-4pm – with opportunity for flexible working to achieve 40 hours per week.
- 1-1 meetings monthly with your line manager to ensure your wellbeing and personal development.
- AG Academy – Training and Development Opportunities .
- 25 days' annual leave (increasing with service) + bank holidays .
- Pension with Employer contribution.
- Wellbeing Support including Financial, Training and Nutrition.
- Vitality Healthcare Package including ½ price membership at Virgin and Nuffield Centres.
- Mileage @0.45ppm and expenses
- Inclusive professional and fun culture.
- Regular Team Social and Charity Events.
- Payment of relevant Professional accreditations.

AG ACADEMY:

Includes but not be limited to: -

- **All our employees enrol onto our AG Academy as soon as they join us to enable them to determine training goals to support their progression.**
- **A progression plan is then prepared and training throughout the year structured around all employee requirements.**
- **We provide weekly presentations/training/workshops covering core competencies along with in-house training to help develop soft skills and managerial/business experience.**

TRAINING AND EXPERIENCE:

Essential attributes: -

- **Good work ethic - Can work in a team and also on own initiative.**
- **Confident outlook and positive attitude.**
- **Good time management and organisational skills.**
- **Good communication skills and ability to build relationships.**
- **Strong verbal and good numerical / report writing skills.**
- **Flexible and ability to work under pressure.**

EQUAL OPPORTUNITIES

AG are an equal opportunities employer and we encourage applications from candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

APPLICATIONS TO:

Recruitment@andertongables.co.uk