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**Develop require an Assistant Quantity Surveyor to join their expanding team to be based in Central London.**

## **About the Assistant Quantity Surveyor opportunity:**

The duties of the successful Assistant Quantity Surveyor will include:

- Tender pricing and take offs
- Bill of Quantities' and scope off work production
- Tender meeting attendance
- Site visits
- Commercial management of projects
- Monthly valuation preparation
- Cost control of projects including preparation of Cost Value Reconciliation reports
- Procurement & placement of bespoke material costs
- Relationship building with main contractors, design team and suppliers
- Update and maintain Subcontractor data base

Requirements for the Assistant Quantity Surveyor role:

To be considered you will have:

- QS degree, equivalent or similar
- IT competent, particularly with Outlook, Excel and Word
- Good oral & written communication skills.
- Adaptable, self-motivated, enthusiastic & hard working.
- Recent experience with a UK main contractor is preferred but not necessary
- Organised, with good time management skills and the ability to meet deadlines
- Can adapt to different tasks quickly, efficiently and confidently
- Interpret information and instructions correctly and carry out tasks accordingly
- Preferably London based

**Competitive salary and benefits package offered to the right candidate**