



# Powered by our people to deliver for our clients

## Cost Manager / Quantity Surveyor

Brookbanks operates nationwide, providing integrated and holistic consultancy services for major infrastructure and development schemes. We have a reputation for designing and delivering complex mixed use, major residential and commercial build projects. Projects are between £5m to £500m. As a UK, privately owned consultancy, we offer autonomy, flexibility and trust. Our people are empowered and supported to challenge the status quo, implement their ideas and make a real impact.



## What will you be working on?

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A wide variety of commercial build, residential and mixed-use developments ranging from £5m to £500m. You will be acting as the sole contact for clients as well as providing support to the existing team. This includes:

- **Cost Planning**
  - Preparation of indicative cost budgets and appraisals
  - Preparation of elemental cost plans in accordance with NRM
  - Provide advice and opinion in respect of our client development plans and expectations
  - Value engineering studies
- **Procurement**
  - Providing advice on procurement strategy
  - Assembling and seeking agreement to long and short tender lists
  - Preparing & issuing tender documents, ensuring compliant tenders.
  - Running a competitive tender process including managing queries from tendering contractors
  - Managing and contributing to structured and documented tender evaluations
  - Preparation of Contract Recommendation Reports
  - Preparation of contract documents
- **Post Contract Quantity Surveying**
  - Scrutinising and verifying applications for interim payments
  - Preparing certificates
  - Managing change control in accordance with contracts
  - Producing cost reports and cost forecasting
  - Assisting Project Managers in preparing Early Warnings, Instructions and Compensation Events
  - Attending progress meetings
  - Promoting commercial awareness throughout the project
  - Support formal dispute resolution processes and contract close out strategies
  - Advising and liaising with internal project and cost control team
  - Developing Commercial Strategies and Acquisition Strategies

## What's in it for you at Brookbanks?

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- ✓ **Personal development:** we provide the opportunity to develop cross-disciplinary expertise, funded chartership, mentoring and professional development.
- ✓ **Hybrid and flexible working:** we trust you to decide how you work best and endeavour to accommodate your personal circumstances.
- ✓ **Scale and scope:** you'll be part of many of the UK's most prestigious projects from day one.
- ✓ **Personable environment:** as a UK, privately-owned consultancy, you'll be more than just a number.
- ✓ **Roadmap for progression:** we're expanding into new sectors and regions, ensuring we can honour your progression.
- ✓ **Autonomy:** you'll have the freedom to work in your own way, create change and shape the company.
- ✓ **Innovation:** free from rigid processes or layers of hierarchy, we encourage fresh thinking and an entrepreneurial mindset

## What do we look for?

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- A proactive approach and commitment to delivering excellent customer service, with good commercial results.
- Quantity Surveyor (Cost Manager) with relevant consultancy or end user client experience.
- MRICS or professionally qualified a surveying or engineering discipline, or with the ambition to work towards this.
- Technical background with a degree in quantity surveying, engineering or similar.
- Pre and post contract experience on complex schemes (£5m-£500m)
- Stakeholder management with a clear focus on developing client accounts and forging new business relationships
- A team player who is outgoing, flexible and ambitious. Excellent communication and presentation skills.

## Location & How to Apply:

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This role is based at any of the follow offices, with flexible, hybrid working; **Exeter, Bristol, Birmingham** or **Stanstead**. To learn more, or to apply, please send your CV to Zoe Evans, Head of Talent at [recruitment@brookbanks.com](mailto:recruitment@brookbanks.com).





## The Company

Expert technical, commercial and development consultants operating across all types of projects nationally.

Specialist advisors, with a track record of success, driven to support our clients' projects.

Our Development Partner (Master Developer) service is the only one of its kind in the UK. Led by ex-home builders and commercial developers to deliver our clients major development sites.

We are built to be different; we are built to guide our clients to success

[The Brookbanks Difference](#)

Working at Brookbanks is about leading innovation, creating great outcomes and driving change.

Our work is challenging, rewarding and ever-changing, but we wouldn't be where we are today if we weren't one of the best in our field and a great place to work.

Brookbanks is built on loyalty, wellbeing, sustainability, security and support; we take care of our people just as we take care of our clients.

[Working for us](#)



Land, Development and Communities



Cost and Commercial



Civil Engineering



Development Management



Structural Engineering



Mechanical and Electrical Engineering