## Senior Commercial Manager

|  |  |
| --- | --- |
| **Generic title** | Senior Manager - 1 |
| **General Description** | Under the direction of a Director, this Senior Manager will manage a significant function within a business unit, a large number of managers or a significant income stream. Managed activity will be of a larger scope and complexity.In operations they will manage large scale or complicated multidisciplinary construction schemes or sites and their associated activities from conception through to completion, delivering work that meets project requirements, customer satisfaction and in accordance with Morgan Sindall standards. The will play a major role in delivering the company’s value set and philosophy.In commercial they may lead on supply chain management, take responsibility for a line of business or all aspects of pre-construction in their area. |

## Competencies

|  |  |
| --- | --- |
| **Achieving Results** | Capacity to set goals for self and othersProactively identifies and pursues new stretching targets and opportunitiesHigh levels of personal drive and commitment Adds value beyond doing the jobFocuses well on personal development  |
| **Analytical thinking and decision making**  | Rational and systematic analysis of situation to enable decisions on more varied issuesQuestioning the evidence to evaluate issues |
| **Communication** | Ability to adapt one's style to the message and audience so people understand what you wantConnect with people in all levels of the business |
| **Dealing with change** | See potential of new ideas and situations Takes a pragmatic approach to changeConsiders impact of change on others as well as selfAbility to explain the effects to colleagues |
| **Teamwork** | Develop inter-team collaboration inside and outside companyUnderstand the role of a team and how it delivers the objectivesCan adapt to different types of teams in most situationsTakes a cohesive and encouraging approach to team working |
| **Leadership** | Ability to take control of situations with one's sphere of influence Assume responsibility - organising and guiding where necessary |
| **Managing resources**  | Create a resource plan for an unfamiliar or potentially complex project Manage others to implement effective planning, problem-solving and decision makingUnderstand the resource implications on the business plan |
| **Negotiation**  | Collecting and collating information on the reality of the situation and options open to youKnowing where you standKnowing how to create a positionBuilding a winnable caseAnticipate the needs and concerns of others |
| **People Development**  | Grow a team that is aligned with the business objectivesUnderstand strengths and weaknesses of team members and work with them to good effectUnderstand ambition and manager expectationsUse of a wide range of development tools |

## Role definition

|  |  |
| --- | --- |
| **Summary of role**  | Responsible for the management of all commercial aspects of the business area including individual projects where required. |
| **Responsibilities and accountabilities**  | Actively source and win new work win by appropriate bid strategiesDevelop and agree a commercial strategy which achieves budget and maximises profitabilityManage commercial risk and opportunityEnsure commercial reporting procedures are adhered toManage, coordinate, supervise and support the commercial teams in areas of personal development and advice on commercial issuesManage commercial aspects including monthly reporting, end life forecasting, monthly project reviews and account settlementManage procurement in line with our supply chain visionManagement of contractual processes Proactively negotiate with customer on contractual mattersInput to management reports as appropriateMaintain ownership and proactively close out old projects and legacy issuesUnderstand and promote Morgan Sindall core valuesKeep abreast of change in Commercial legislation |
| **Qualifications, training and technical knowledge**  | Degree educated in quantity surveying or other similar commercially related disciplineRICS accreditation preferredAble to manage the monthly reporting process including cost value reporting (CVR)Experience using COINSExperience in commercial management of sub-contractors including procurement, valuations and final accountsAble to set up and manage direct labour, plant and materials on projectsKnowledge and experience of dispute resolution |
| **Attributes and skills**  | Self-driven, results orientated with a positive outlookGood management skills, with the ability to motivate employees to achieve high standard of complianceExcellent organisational, planning and time management skills; able to manage projects simultaneously without compromising on standards and qualitySound knowledge of the construction industryAbility to ensure standards and specifications are metAbility to work with senior management to set project and operational targetsExcellent negotiation and diplomacy skills and the ability to make a sound business case to senior stakeholders  |