

ROLE PROFILE

Function	Commercial	
Job Title	Apprentice Surveyor	
Grade	C1	
Reporting Lines	Reports to	Senior QS / Commercial Manager
	Salary	£15,000 - £22,000 per year Financial support towards qualification Wage will increase as you gain experience.

As a Quantity Surveying Apprentice, you will be an important part of the team, you will be assisting with a full range of Quantity Surveying Duties for new build housing construction projects.

Aim of the role

You will assist a team of building professionals and be an effective part of the commercial team. You will be aiding in the provision of quantity surveying services whilst developing your own skills and knowledge to become a fully qualified quantity surveyor in your own right.

Responsibilities and Duties

- Supporting scoping of new projects.
- Assisting in preparing the cost to complete documentation in line with the commercial timetable and ensuring financial accuracy when predicting profitability for each scheme.
- Supporting the assessment of subcontract valuations / applications for payment, forwarding approved documentation onto relevant departments.
- Assist in reviewing for risk, value management and cost control mechanisms
- Assist in undertaking cost analysis comparisons for sub-contractors from tender enquiry to analysis and contract placement.
- Complete site visits and build relationships with site teams and sub-contractors.
- Attend project meetings to understand the bigger picture and wider commercial impact.

Knowledge Skills and Experience

- Holds or studying appropriate / transferrable degree at a 2.1 level or above.
- Having the desire to learn on the job and study.
- Committed and reliable to both study for the required qualification and the role.
- Good communication skills and ability to work under pressure.
- Friendly and approachable a good team player with a can-do attitude.
- Strong IT literacy would be required for the role.
- Good with numbers and attention to detail.

What Tilia Homes can offer you;

- Opportunity to gain a qualification whilst earning.
- 26 days holiday with additional bank holidays;
- Bonus Scheme;
- Company Pension Scheme;
- Life Assurance;
- Employee discount on a new Tilia home;
- Employee perks portal;
- Employee Assistance Programme;
- 24/7 GP.
- Ability to work with experienced people in the role to support and mentor your learning journey.



TULLA

HOME

Our Behaviours - Contributor	
Trust and Integrity	<ul style="list-style-type: none">• Maintains confidentiality• Acts in a way that builds trust and confidence• Treats everybody with dignity and respect
Enable and Support	<ul style="list-style-type: none">• Develops positive working relationships with colleagues• Respects the views and opinions of others• Takes pride in the work they deliver as a team
Inspirational and Motivational	<ul style="list-style-type: none">• Self-motivated• Has a positive impact on others• Solution focussed• Strives for continuous improvement
Self-aware and resilient	<ul style="list-style-type: none">• Practices self-reflection• Reflects on own strengths and areas of development; seeks to make positive changes• Awareness of personal limits and sets boundaries• Understands the impact of their behaviour on others and seeks to have a positive impact
Purposeful and Decisive	<ul style="list-style-type: none">• Considers the bigger picture• Knows when to say no and when to escalate• Committed to delivering objectives• Prioritises workload