



QUANTITY SURVEYOR à MOZAMBIQUE en AFRIQUE H/F

Etranger

IOTA has built up a concrete expertise within Human Resources fields in the Energy section over the past 30 years, constantly seeking for the best match between the skills of its employees, their career choices and Customers' expectations.

Thanks to the diversity of its projects and its multiple geographical office locations, IOTA is able to offer various opportunities and support its contracted and Staff manpower around the globe.

IOTA is now reaching 1,000 employees of 29 different nationalities working in 44 countries worldwide.

We are currently looking for our client in the construction industry a :

QUANTITY SURVEYOR à MOZAMBIQUE en AFRIQUE H/F

Votre mission :

- To assist the COMPANY in the administration of the CONTRACT and Project Services.
- To assist the COMPANY in the follow-up and checking of the Change Order Requests issued by Contractor.
- To assist the COMPANY in the follow up the contractual schedule and progress in close coordination with the Project Services Department and Package Team Leaders / Management.
- To assist the COMPANY in the consolidation of the internal reporting to the management.
- To assist the COMPANY in the organization and maintenance of local Project Services.
- To assist the COMPANY, regarding impact of changes upon the schedule / critical path.
- To assist the COMPANY regarding impact of changes upon the budget.
- Preparation of take-off quantities from drawings to verify Change Order Request submissions from CONTRACTOR.
- Preparation of contractual correspondence to be sent to CONTRACTOR, including costs.
- Analyse contractual correspondence received from CONTRACTOR.
- To prepare the Certificates to be issued by COMPANY in accordance with the contract, and arrange signature by the parties.
- To participate in Monthly and CO meetings and, upon request from COMPANY, to attend other ad hoc meetings with CONTRACTOR. To prepare the corresponding Minutes of Meeting.
- Evaluation of CONTRACTOR Change Order Requests, and assistance, as appropriate, in the preparation of Change Orders.
- Coordinating the processing of Contractor's monthly applications for payment, and verifying invoice submissions.

Référence

12103112420

Date de publication

31/10/12

Entreprise

Iota

Région

Etranger

Ville

Secteur

Bâtiment

Type de contrat

- Temps plein
- CDI

- Reporting on any of the above activities as required.
- To manage and check that the assistance to COMPANY is provided by CONTRACTOR according to Contract
- To assist in the activities performed by COMPANY in validating the planning, cost and progress control reports and documents submitted by CONTRACTOR, as required.
- To assist in the activities performed by COMPANY in validating the costs / budget.
- To assist, as required, in the management / coordination of local services to COMPANY.
- The SERVICE shall be performed in Nigeria, in Port Harcourt area, in COMPANY offices and/or EPC contractor's offices and/or Construction yards as applicable.
- Missions may be required by COMPANY outside the normal working area to other locations worldwide.

Votre Profil :

Experience within project : (number of years) : 5

Qualifications: Engineering / Quantity Surveying / Contract Management background

Professional experience: Quantity Surveyor / Contract Engineer with at least 5 years experience in Quantity Surveying / Contracts Management

Oral/written fluency in English Mandatory, Working knowledge of Portuguese appreciated"

Conditions d'emploi :

Location : Mozambique

Duration : 8 months

Start date : ASAP

Status : resident single (5 days off per month)