



## Engineering Partner Of Choice For Over 50 Years

### Job Description

#### Business Manager Site Services

##### Summary

Role	Business Manager Site Services
Department	Site
Line Manager	Tim Sutton: Operational Director
Hours Of Work	40 hours per week Monday - Friday
Salary	£42,000 - £45,000 depending upon experience
Holidays	23 days per annum plus Bank Holidays
Pension	Workplace Pension Scheme through NEST (Employer 3%, Employee 5%)
Location	Kitling Road, Knowsley Business Park
Duration	Permanent
Vacancies	1

##### Opportunity

An outstanding opportunity to join a well-established and respected engineering organisation, with a growing and stable client base in the electrical / mechanical service industry, serving large manufacturing and utilities organisation across the UK. In line with our success, a vacancy has become available for a Mechanical Site Services Manager.

##### Description

Reporting to the Operational Director, you will be responsible for attending customer sites to specify, assess and quote the site works for Central Group.

The candidate must have experience of working on large plants in the removal and installation of Rotating Machinery and it's associated parts.

A clean UK Driving Licence is required, and you must be flexible in order to meet the needs of the business and Customer requirements, with the possibility of travelling further than the Northwest and overnight stays.

## Roles & Responsibilities (Day to Day)

Your routine duties may vary, but will be expected to:

- Attend sites to assess work requirements, carry out detailed studies and complete technical drawings, taking into account Health and Safety requirements, specialist needs and equipment
- Complete and submit quotations to the customer.
- Attend site meetings: Pre-start, progress and completion meetings.
- Complete relevant customer reports and liaise.
- Act as the first point of contact for customers and deal with any issues or problems which may arise on site.
- Liaise with Business Managers to organise and arrange equipment and engineers for site.
- Maintain high personal safety and environmental standards in accordance with Central Group policies.
- Where required, supervision of engineers and advise of work on site.
- Ensure that drawings and specification documents contain sufficient and accurate information for the works.
- Working with crane hire companies to discuss and agree lifting plans.
- Complete and be responsible for RAMS.
- Confirm verbally and in writing, on the same day any changes received by Central Group or the customer.
- Ensure inspection and test plans are completed, including checks of dimension accuracy and quality.
- Keep a full and accurate daily site diary, including any changes / variations, subcontractors .attendance and record of work related discussions with customers / design / project team
- Provide enough information for the preparation of risk assessments and method statements for the control of the works.
- Carry out warranty investigations.
- Liaise with sub-contractors and suppliers.

## Additional Duties

- Assisting with any other duties as and when required.
- Attending Customer sites as part of a team.
- Attending relevant internal meetings.
- Attending training courses either internally or externally.
- Responsibility for department development and improvements.
- Assessing requirements for tools, training and vehicles.
- Ensuring continuous improvement within the Department in line with the business objectives and SQWASHE.

## Objectives

- Working to Central Group procedures at all times, including safety.
- Working to and promoting the Core Values of the business:
  - Service
  - Quality
  - Wellbeing
  - Safety

## Abilities / Skills Required

- Strong / confident communication skills with the ability to liaise with key stakeholders at all levels, both in a formal and informal setting.
- Competent with a range of Microsoft packages.
- Proactive approach to problem solving.
- Ability to work under pressure and multi task to meet deadlines.
- A positive outlook with good organisation skills and the ability to forward think.

## Qualifications And Experience

### Essential

- Full UK Driving Licence.
- Minimum 5 years experience in Mechanical Engineering.
- Minimum 2 years experience in Management / Leading role.
- Lifting and Slings experience.
- Working inline with ISO standards.

### Desireable

- Previous work experience in Electro-Mechanical Engineering Industry.
- IOSH.
- NEBOSH.
- CDM knowledge / experience.
- Loler knowledge / experience.

If you would like to apply for the above role, please forward your CV to Steph Powell, HR Manager

[stephanie.powell@gocentral.co.uk](mailto:stephanie.powell@gocentral.co.uk)