

# THREE YEAR CONTRACT

## PROPERTY DEVELOPMENT AND CONSTRUCTION MANAGER

**JOB GRADE: D5**

Ref. Number: 9912415

Armscor have an opportunity for a **Property Development and Construction Manager** on a **three year fixed term contract**. Applications are invited from people meeting the qualifications and experience requirements set out below; the position is based in Pretoria.

### PURPOSE OF THE JOB

The incumbent will be responsible for new Property Development and Construction projects as well as managing the Project Office. The project office will play a strategic role and act as a developer and repository of the standards, processes, and administration for the projects determined by Armscor and leveraging of land assets.

### MAIN RESPONSIBILITIES

- Plan the layout of the project in accordance to client specifications and prepare and submit Project Proposal submissions to EXCO for approval.
- Manage the preparation of tender documentation and presentations, and ensure that the correct procedures in obtaining bids and awarding construction contracts are followed.
- Review estimated cost of a project for recommendation to relevant authorization committee.
- Prepare and present feasibility reports and design proposals to clients.
- Collaborate with the design team (architect, consulting engineer and other professionals) to ensure that a construction project can be erected within the approved budget.
- Review design scope and approach to ensure viability of construction and property developments.
- Lead all commercial, technical and contractual negotiations within the mandate parameters specified by client.
- Oversee the preparation for contract documents for the building & other contractors.
- Maintain the contractual requirements of the contractor related warranties through guidance and leadership and drive the site construction teams to meet or exceed the construction key milestones.
- Exercise control during construction to ensure that the costs are not exceeded without approval.
- Ensure site safety and quality procedures are in place and adhere to in line with prescribed legislation and regulations.
- Carry out regular site visits to determine progress and to ensure that the project is running on time, within budget, while assessing work done and to be done in terms of risks and quality.
- Monitor and manage control the projects performance against target, schedules and cost.
- Prepare and submit all relevant reports to EXCO, such as monthly progress reports, financial reports and Risks Management reports.

## REQUIREMENTS

- BSc (Construction Management) / Bachelor of Technology: Engineering (Civil / Construction Management). Post graduate qualification will be an advantage
- Project Management qualification.
- Must be registered as a professional with SACPCMP (South African Council for The Project and Construction Management Professionals) or the required Built Environment professional Body.
- Minimum 10 years' experience in the construction / property development environment.
- Experience in managing large scale projects (Rm 250+) and a proven track record of successful execution.
- Experience in Project Management, managing of relationships with clients, contractors and service providers.
- Must have the ability to prepare cost and schedule estimates.
- Knowledge of latest technology in the Built environment, OHS Act and other site specific legal and statutory regulations.

Send your application to [Careers@armscor.co.za](mailto:Careers@armscor.co.za)

***NB: All applicants must indicate reference number of the position they are applying for in the subject heading.***

Short-listed candidates will be subjected to reference checking, verification of personal data and security clearance as part of the selection process. In line with Armscor's commitment to compliance with the Employment Equity Act, preference will be given to suitable candidates from designated groups. ***People with disabilities are encouraged to apply.***

The closing date for applications is 30 August 2017. Late applications will not be considered

**Enquiries    Slie Mbeje    x2404**