

Assistant Quantity Surveyor

Tuakana Construction | Sway, Lymington, Hampshire

A first commercial role with responsibility from the start. You will price live work, agree accounts with subcontractors and watch the numbers you produce turn into finished buildings.

The Role

You will work alongside our commercial team on live projects, from pre construction through to final account. The role is based at our Sway, Lymington office with regular site visits. You will report to our Quantity Surveyor.

What You Will Do

- Measure and price work from drawings and specifications
- Prepare cost estimates, bills of quantities and interim valuations
- Obtain quotes, compare subcontractor tenders and make a recommendation
- Track project costs against budget and explain the variances
- Prepare and agree subcontractor accounts and final accounts
- Process applications for payment and subcontractor payments
- Keep cost records and commercial documentation accurate and current
- Deal directly with site teams, subcontractors and suppliers on commercial matters

Your First Twelve Months

We will not leave you to work out what good looks like. This is what we expect the first year to look like.

- Months 1 to 3. Learn our cost coding, processes and live sites. Shadow take offs and valuations.
- Months 4 to 6. Run your own take offs and tender comparisons, reviewed before issue.
- Months 7 to 12. Own the commercial reporting on a project of your own, with support alongside you.

What We Are Looking For

Essential

- Numeracy we can rely on, and the discipline to check your own work before it goes out
- Attention to detail. Small errors in this job cost money
- Clear written and verbal communication, on site as well as in the office
- Confident in Microsoft Excel
- Willing to say when you do not know something, rather than guess
- Full UK driving licence and use of a vehicle. Travel between sites and the office is a daily part of the job
- Either some experience in a quantity surveying, commercial or construction role, or a relevant qualification or placement

Helpful, but we will teach you

- HNC, HND or degree in quantity surveying or commercial management, held or in progress
- Experience of cost or measurement software
- Site experience of any kind, including a trade background

What We Offer

- Salary of £30,000 to £35,000 depending on experience
- 30 days holiday including bank holidays
- Full study support towards a relevant qualification, including course fees and day release, once you are in post
- A clear route to Quantity Surveyor as you take on more
- A fun yet professional team dedicated to successful projects
- Direct access to the director and the wider team. Small firm, no layers to work through
- Workplace pension
- Work on projects that you will be proud of

Being Straight With You

We are a small team, so you will be given work before you feel completely ready for it. The pace is quick and priorities change during the day. If you want a job where every task arrives fully formed, this is not it. If you want to be trusted early and learn fast, it is.

About Tuakana Construction

Tuakana Construction has a reputation for delivering quality high end residential projects for discerning clients. Bespoke contemporary new builds, heritage refurbishments, passivhaus detailing and commercial projects, all delivered with the same quality-first mind set. We are a CIOB Company Member and our work is won on reputation and repeat recommendation. That sets the standard we hold ourselves to and the standard we expect from everyone who joins.

Role Details

Hours	42.5 hours per week
Working pattern	Monday to Friday, 7:30am to 4:30pm
Location	Office based at The Old Dairy, Silver Street, Sway, Lymington, Hampshire, SO41 6DG, with travel to project sites
Contract	Full time, permanent
Salary	£30,000 to £35,000 per annum, depending on experience
Essential requirement	Full UK driving licence and use of a vehicle
Reports to	Quantity Surveyor

How to Apply

Send your CV and a covering note to info@tuakana.co.uk, with "Assistant Quantity Surveyor" in the subject line.

In your covering note, answer this in no more than 200 words. Describe a project, a job or a piece of study where the cost or the programme did not go to plan. What happened, and what would you do differently?

We read the covering note before the CV. Applications without an answer will not be shortlisted.