

VACANCIES

JOB TITLE: CHIEF QUANTITY SURVEYOR

DATE POSTED: 20 MARCH 2020

CLOSING DATE: 30 MARCH 2020

TYPE OF CONTRACT: (2 YEAR CONTRACT)

LOCATION: LIMPOPO REGIONAL OFFICE, BASED IN POLOKWANE

The Mvula Trust, a leading developmental NGO, has the following exciting opportunity in its Limpopo Regional Office based in Polokwane.

KEY PERFORMANCE AREAS:

To manage all costs relating to building and civil engineering projects, from the initial calculations to final accounts in order to minimize the costs of projects and enhance value for money, while still achieving required standards and quality

- Preparing tender and contract documents, including bills of quantities within procurement cycle
- Undertaking cost analysis for repairs and maintenance project work;
- Performing risk, value management and cost control;
- Preparing and analysing costings for tenders;
- Analysing completed work and arranging payment to contractors
- Certification of contractor/subcontractor monthly valuations and final accounts.
- Monitoring project expenditure and providing statements and associated information
- Providing advice and forecasts about project costs
- Preparing project final accounts
- Providing assistance in writing close out reports
- Conducting feasibility studies to estimate materials, time and labour costs

MINIMUM REQUIREMENTS:

- Degree in Quantity Surveying or equivalent (NQF level 7)
- Registration with a relevant professional body (SACQSP)
- Minimum 8 years' quantity surveying experience.
- Computer literacy (MS Office) – advanced Projects, Excel, Power Point, etc.
- A proven track record in meeting project deadlines
- Estimating and cost engineering of construction services and works
- Working knowledge of QS Plus and similar software
- The various facets of quantity surveying practices, including construction methods, techniques and systems applied in the full spectrum of the quantity surveying profession
- All aspects of building engineering design and analysis, engineering operational communication, processes, maintenance applied in the profession, technical consulting, programme and project management and financial management.

Interested candidates are requested to e-mail their CVs to: recruitment@themvulatrust.org.za
Please also visit our website at www.themvulatrust.org.za for more information.

Please **DO NOT** send any certificates, diplomas or testimonials

N.B Interested candidates must avail themselves at any date, venue and time as determined by The Mvula Trust.

The Mvula Trust is an equal opportunity employer. Correspondence will **ONLY** be entered into with shortlisted candidates. If you have not heard from us within 30 days of the closing date, please accept that your application has been unsuccessful. The Mvula Trust reserves the right not to make any appointments.