

QS Manager

Pafilia Property Developers Ltd, one of Cyprus leading and most respected property developers, is dedicated to bringing to the market world class residential properties. As we continue to build an even stronger foundation, we seek employees who can make a difference in our future and in the future of property in Cyprus.

Pafilia is seeking to recruit a **QS Manager**. The successful candidate will ensure that quantities are estimated reliably and cost plans are prepared effectively and timely for the purpose of guiding and monitoring project planning and execution.

Main Responsibilities:

- Contract Management
- Resolve issues with contracts and financing operations
- Communication with parties in a contract so that all understand the terms, particularly a contract's financial aspects
- Assesses risks and makes recommendations
- Preparing estimates for new projects or works
- Preparing budgets in detailing analysis to be approved by the Directors
- Monitoring budgets
- Effective Cost control of the project
- Prepare, Summarize and Present the cost performance of projects and prepare meaningful analytics analysis in quarterly reports
- Assess project cost performance against the cost plan and investigate major discrepancies
- Ensure a consistent preparation of cost plans and transparency of assumptions
- Liaise and support design change decisions on the basis of design change costing
- Develop cost-planning libraries and tools for common items to support the efficient preparation of cost plans
- Evaluation, examination, agree with contractors and sub-contractors of the Final Accounts, and issue the Final Accounts
- Preliminary cost advice
- Cost planning and commercial management throughout the entire life cycle of the project from the inception to post-completion
- Preparation of cash flows
- Ensure that all cost plans are supplied on time to all relevant personnel and that they are clearly understood by all
- Liaise with the Project Manager on the compatibility between the initial Rough Cut Costing and Budgeting and the detailed cost plans of projects
- Summarize design features and construction practices that tend to increase costs and provide targeted feedback to the design team with appropriate suggestions
- Prepare end of project reports regarding the cost
- Support the Project Manager of the project in any financing and contractual matters

Necessary requirements:

- University degree in Surveying, Civil Engineering or a similar field
- At least 12-15 years in a similar role
- Fluency in both Greek and English languages both written and oral
- Excellent Computer Skills and good knowledge of MS Office
- Excellent presentation and communication skills
- Excellent time management and organizational ability
- Ability to multitask and meet constant deadlines

An attractive remuneration package will be offered to the successful candidate, according to qualifications and experience.

If you are interested in this role, please visit our website at www.pafilia.com

All applications will be treated with the strictest confidentiality.

www.minthisresort.com