



SwiftWall is a new business that provides high quality specialist drywall and ceiling services to the Interiors sector. As part of the Swift Horsman Group we value: innovation and alternative methods that add value to our clients, a pro-active professional service and enthusiastic committed people in a team environment.

We are looking to add 3 staff to our team.

Commercial Manager

- Front end: Contract risk analysis, input to estimates, contract negotiations.
- Projects: account management, monthly CVR's, procurement management, sub-contract orders, final account negotiations, compliance with Company policy and procedures
- An ability to contribute to Business Development
- Ability to develop and manage a team
- 5 – 10 yrs experience in a similar position

Estimator

- Prepare comprehensive tenders submissions to be submitted to challenging deadlines
- Sound Commercial and Technical knowledge for preparation of tender folders
- Work as part of a team in a friendly environment with other Front End Team members (Marketing, Business Development, Document Control, Commercial, MD)
- 5 – 10 yrs experience in a similar position

Trainee Commercial / Project Manager

An opportunity for an enthusiastic, committed and confident individual to start a career in construction management. The successful applicant will benefit from full sponsorship towards a recognised degree and/or professional qualification. The role includes:

- Placement of Sub-contract and materials orders
- Invoice checking and approval
- Materials scheduling and quantification
- Project administration

The successful candidate will receive training in all aspects of project management and will receive training in all of the business functions and must have a minimum of two A levels.

Please apply in writing with a full CV to Nicola Roope, HR Director, Swift Horsman (Group) Ltd, Stonyhills, Near Ware, Herts, SG12 0HJ or through the web site www.swifthorsmangroup.co.uk

