

AJ Saville Builder Ltd

Job Description

Site Manager / Forman

Due to our increased workload we require a Site Foreman / Trade Qualified Carpenter. We require a self-motivated individual who can read drawings and specification and carry out the works accordingly. The ideal person must have very high work standards in both first and second fix carpentry. Previous experience in high end housing is preferable and would give the candidate a favourable advantage. You must be capable of taking on a project and delivering it on time and on budget while maintaining our very high company standards. You must have a proven successful background and bring top skills and knowledge to our award winning company.

Roles & Responsibilities

Your roles & responsibilities are as follows but are not limited to:

- Managing the day to day running of the site which includes coordinating with sub trades & AJ Saville staff. You will also be expected to work on the tools.
- You will need to have an impeccable record and be able to keep up with constant changes to design. You will need to be computer literate and have a full working knowledge of all aspects of Email, Microsoft Word, Microsoft Excel and time chainage software.
- Have a full working knowledge of all first & second fix carpentry and be able to pass on your knowledge and skills to younger members of staff.
- You will be communicating with the Architect, Project Manager and the Project Stakeholders on a daily basis so you must be an individual who can professionally represent our company.
- Be able to maintain safety records and keep the highest safety standards at all costs.
- You must be a problem solving individual with a “can do” attitude.

Requirements

- New Zealand residency, visa or a valid work permit.
- A minimum of three years' experience supervising staff on large house building projects.
- A Carpentry & Site 2 Building Licence
- An excellent knowledge of the New Zealand building standards 3604 and be able to conform to them.
- Be good on all aspects of record keeping including IT.
- Have your own tools; however some equipment will be supplied.
- A current NZ Drivers Licence.

Desirable

- First Aid Training
- Site Safe
- Project Management Skills

Remuneration

- A very competitive salary.
- Health Insurance after a three month qualifying period

Contact Details

Please send your CV with a cover letter to the following email addresses:

info@ajsaville.co.nz

Allister's Phone Number: 0274 320 762

In the meantime please have a look at our website to find out more about us.

www.ajsaville.co.nz