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|--|---------------------------------------|------------------|----------|
| <b>Job Title:</b>  | Quantity Surveyor                     |                  |          |
| <b>Department:</b>   | Public Works Department (PWD)         | <b>Section:</b>  | Projects |
| <b>Reports to:</b>   | Deputy Director - Projects            |                  |          |
| <b>Grade:</b>  | Falkland Islands Government Grade – B | <b>Job Code:</b> | TBC      |
| <b>Overall Purpose of the Role</b>   |                                       |                  |          |
| <p>Provide expert cost management and commercial support across the Falkland Islands Government's Capital Programme. This role is critical to ensuring value for money, effective cost control and robust financial governance throughout all stages of planned capital initiatives.</p> <p>Reporting to the Deputy Director – Projects, the postholder will have primary responsibility for minimising cost and risk while maximising value for money and ensuring adherence to all relevant legal, contractual and quality standards throughout the delivery of capital projects.</p>  |                                       |                  |          |
| <b>Key Role Activities</b>   |                                       |                  |          |
| <ul style="list-style-type: none"> <li>• Provide strategic commercial and financial oversight across FIG's capital projects, ensuring robust cost planning, accurate reporting and effective cost control to deliver transparency, accountability and value for public investment.</li> <li>• Prepare accurate costs estimates, Bills of Quantities and feasibility assessments to support project development, ensuring realistic and reliable financial projections for successful delivery.</li> <li>• Measure works on site and prepare interim and final payment certificates, ensuring timely, accurate certification in line with contractual obligations and project progress.</li> <li>• Undertake cost monitoring, cash flow forecasting and variance reporting to inform and support effective financial governance across the capital programme.</li> <li>• Conduct commercial risk assessments, including value engineering and mitigation planning, while managing and controlling changes to project scope and costs to maintain budget and programme integrity.</li> <li>• Evaluate both initial and long-term operational and maintenance costs to support sustainable decision making, incorporating current industry cost trends and benchmarking to ensure competitive and accurate pricing.</li> <li>• Audit cost-plus contracts and perform cost analysis for peripheral and ad hoc projects to ensure value for money and identify opportunities for efficiency.</li> <li>• Oversee contractor, consultant and representative performances by monitoring delivery against agreed schedules and ensuring compliance with quality and contractual standards.</li> </ul> |                                       |                  |          |

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| <b>Key Role Activities</b>  |                   |
| <ul style="list-style-type: none"> <li>Support continuous improvement by identifying best practice procedures, reducing process inefficiencies and collaborating with operational and technical teams to ensure accurate commercial data is captured and reported.</li> <li>Provide advice on contractual claims and disputes, supporting resolution through negotiation and participation in dispute resolution processes.</li> </ul> <p><i>The job description is not an exclusive or exhaustive definition of your duties. You shall undertake such additional or other duties as may reasonably be required by FIG commensurate with your role and grade.</i></p> |                   |
| <b>Additional Information</b>   |                   |
| <ul style="list-style-type: none"> <li>Ten-year Capital Programme with an estimated value of £450 million.</li> </ul>   |                   |

| Person Specification:  | Quantity Surveyor |           |                   |
|--|-------------------|-----------|-------------------|
| Criteria   | Essential         | Desirable | Assessment Method |
| <b>Knowledge, Skills &amp; Experience</b>  |                   |           |                   |
| 6+ years' experience delivering large-scale, high value and high-profile projects on time and within budget. Proven track record in leadership, independent project management and coordination of multidisciplinary teams and contractors | ✓                 |           | A/I/R             |
| Demonstrable experience in the successful application of project principles, governance frameworks and methodologies   | ✓                 |           | A/I/R             |
| Knowledge of sub-contract procurement including the preparation of works package tender and contract documents, including Bills of Quantities where required   | ✓                 |           | A/I/R             |
| Experience dealing effectively with numerous construction packages and contractors at any one time   | ✓                 |           | A/I/R             |
| Strong interpersonal skills, able to win confidence and maintain credibility in conjunction with the ability to establish and maintain effective working relationships with consultants, contractors and associates                        | ✓                 |           | A/I/R             |
| Demonstrable experience in successfully managing project budgets for complex, high value, major projects, and excellent numeracy skills  | ✓                 |           | A/I               |
| Strong verbal and written communication skills with the ability to present effectively, write clear reports and engage confidently with diverse stakeholders   | ✓                 |           | A/I               |
| Ability to analyse, comprehend, interpret, and summarise scientific, engineering, construction, economic, and legal documents and materials  | ✓                 |           | A/I/R             |
| Ability to argue persuasively and influence decision makers  | ✓                 |           | I/R               |
| Ability to work successfully in a complex political and stakeholder environment and report/ engage at all levels   | ✓                 |           | I/R               |
| Skilled in analysing a situation, assessing alternative solutions and recommending an effective course of action   | ✓                 |           | A/I/R             |
| Ability to establish workload priorities and balance diverse projects and to have flexibility and ability to change priorities if and when appropriate   | ✓                 |           | I/R               |
| Able to demonstrate a keen appreciation of the options that may be used in commercial management of Contracts  | ✓                 |           | I/R               |
| Highly computer literate including a good working knowledge of MS based software packages (e.g. Word, Excel, Project Outlook), including MS Project  | ✓                 |           | I/R               |

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|---|-------------------|-----------|-------------------|
| Criteria  | Essential         | Desirable | Assessment Method |
| <b>Personal Attributes</b>  |                   |           |                   |
| Highly motivated, with the ability to work in a busy, pressured environment managing multiple priorities  | ✓                 |           | I/R               |
| Demonstrated commitment to high quality service delivery  | ✓                 |           | I/R               |
| A practical and strategic approach to work  | ✓                 |           | I/R               |
| The ability to demonstrate sound judgement when evaluating political, social and economic impact issues   | ✓                 |           | I/R               |
| Awareness of sensitivity of information and able to work in a confidential environment  | ✓                 |           | I/R               |
| Align with FIG's Core Values – Diverse, Professional, Resilient & Resourceful   | ✓                 |           | A/I               |
| <b>Qualifications &amp; Training</b>  |                   |           |                   |
| BSc accredited by the Royal Institution of Chartered Surveyors (RICS) in Quantity Surveying, Commercial Management or a related construction subject  | ✓                 |           | A                 |
| Chartered Membership of Royal Institution of Chartered Surveyors (RICS)   | ✓                 |           | A                 |
| Relevant project/ programme management qualification, such as Prince 2, APM qualifications, PMI and/ or Managing Successful Programmes (MSP)  | ✓                 |           | A                 |
| Valid driver's license  | ✓                 |           | A                 |
| <b>NB</b> Equivalent combinations of educational qualifications and experience may be considered.   |                   |           |                   |
| <b>Note to Applicants:</b> Please ensure that you demonstrate your ability to meet the requirements of the job in your application form by giving clear, concise examples of how you meet each criterion. |                   |           |                   |

## Method of Assessment:

- A - Application Form
- I - Selection Interview
- R – Reference
- P – Presentation