


BURO HAPPOLD

Job title	Commercial Manager
Grade and fit within team structure	Associate
Team	Commercial and Legal Team
Business unit	Business Services
Location	London
Reporting line	 <pre> graph LR CM[Commercial Manager] --> CD[Commercial Director] CD --> GDL[Global Director of Commercial and Legal] </pre>
Team structure	
Your support	

Role overview

What's the purpose of the role?

We are searching for a Commercial Manager to join our Global Commercial and Legal Division in London, United Kingdom.

The complexity and demands of our projects has led to an exciting opening for a Commercial Manager to join us and support our business.

This role will focus on implementation and success of operational, managerial, and administrative procedures, reporting structures and operation controls to projects.

The role requires the individual to work as an integrated member of the Commercial and Project teams, providing professional commercial support (which will encompass Project Management, contract support, pro-active compliance with contract and management requirements and also looking at key commercial factors to be taken into account across development, delivery and assists projects, mindful of Buro Happold's policies, global strategies and strategic objectives, and principles on contracting and risk management. the project lifecycle) in the to get the right result in the projects, mindful of Buro Happold's policies, global strategies and strategic objectives, and principles on contracting and risk management.

What will success look like?

- Forming strong trusted relationships with project teams
- Projects are in line with corporate rules and objectives, risk management and contract best practice
- Teams are pro-actively engaged in good compliance with operational and management best practice
- Positive resulting impact on risk management and profitability

What will you be doing...

A detailed overview of your responsibilities is as follows...

Based in our London, United Kingdom office, you will provide commercial support and leadership to Buro Happold's Commercial function.

Reporting to the Commercial Director, you will be required to:

- Monitor project-related commercial activities by overseeing project planning ,financial impact analysis, risk identification, and project schedule in order to ensure accurate commercial planning, scoping and financial viability in line with project objectives and expected outcomes.
- In collaboration with relevant internal stakeholders/project leaders, provide technical guidance during the bidding process to ensure that requirements are clearly articulated in line with project commercial objectives.
- Provide guidance and assistance to Project leaders with the overall performance of projects to ensure that their performance is reviewed and minimise the risk of variations and claims.
- Review the progress of projects against the scope, specification, timelines and project budget, and compare actual cost against budgeted cost in order to evaluate over run/under run, and initiate variation/change orders required to meet the completion of the project.
- Manage the ongoing development and implementation of commercial project management mechanisms to effectively track progress, and minimise potential risks and issues that may impact project delivery.
- Manage the review of deliverables/documents submitted to or from our clients, including samples, change requests, payment requests, etc. to ensure they are validated against contractual agreements.
- Assist Project leaders with the management of all project closure activities to verify compliance with established processes and complete paperwork in line with contractual and legal requirements to protect Buro Happold from exposure or liability.
- Attend critical client meetings with Project leaders to discuss and facilitate project status, progress, issues, and challenges and identify resolutions.
- Manage the development and implementation of Commercial policies, systems, processes and procedures, and continuously identify and recommend improvements to ensure compliance with Buro Happold's standards and regulatory requirements to increase operational effectiveness.

More about you...

Experience & Qualifications

The role will suit a professionally qualified construction practitioner (QS, Engineer, PMP etc.) with extensive commercial/contractual experience in the context of an international project.

Our ideal candidate will be able to demonstrate the following qualifications and experience;

- Must be able to demonstrate significant experience working in a Commercial role in the United Kingdom and Middle East with an international Consultant or Main Contractor.
- Professionally qualified in a construction discipline (Quantity Surveyor, Engineer, etc) or related legal qualification, with a sound foundation of experience in negotiation and agreement of terms of business appointments, and some experience of dispute resolution resulting in favourable settlement of claims and entitlement.
- Extensive expert knowledge of Project Management Procedures in the context of an international project.
- Extensive knowledge of International and United Kingdom and Middle East contracts as well as internationally FIDIC forms of contract
- Significant experience in developing claims and a broad understanding of Contractual Entitlements as well as commercial implications in ongoing projects.
- Experience in developing project teams, restructuring, and managing projects in crisis.

Style & Behaviours

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