

Job title : Building site manager for SSH Builders

Location: London, Croydon

Job type: Full time permanent, Construction manager

Job overview:

We are seeking an experienced and proactive **Building Site Manager** to oversee and manage construction projects from start to finish. The successful candidate will be responsible for coordinating all on-site activities, ensuring that projects are completed on time, within budget, and to the highest quality standards. The Building Site Manager will act as the key point of contact between the client, contractors, and subcontractors, ensuring effective communication and smooth operation throughout the construction process.

Key Responsibilities:

- **Site Management:** Supervise and manage all on-site activities to ensure smooth and safe execution of the project. Oversee the daily operations of the construction site, including site preparation, coordination of trades, and adherence to the project timeline.
- **Health & Safety Compliance:** Ensure the site operates in full compliance with health and safety regulations. Conduct regular site inspections to monitor and enforce safe working practices, implement risk assessments, and manage any safety concerns promptly.
- **Project Coordination:** Collaborate with project managers, contractors, subcontractors, suppliers, and clients to ensure project milestones are achieved. Resolve any issues or delays that may arise on-site to keep the project on track.
- **Quality Control:** Monitor and enforce quality standards on-site. Ensure that all work is completed to specification, adhering to building codes, regulations, and project requirements.

- **Budget & Cost Control:** Assist in the management of project budgets, track costs, and ensure that the project remains within financial constraints. Report any potential cost overruns or savings to senior management.
- **Scheduling & Planning:** Create and maintain construction schedules, allocate resources efficiently, and ensure that deadlines are met. Coordinate with subcontractors to ensure timely delivery of materials and services.
- **Team Leadership:** Lead and supervise on-site teams, including direct workers and subcontractors. Foster a collaborative and productive working environment, resolving conflicts and promoting positive working relationships.
- **Documentation & Reporting:** Maintain accurate records of daily activities, including site reports, progress updates, and inventory management. Prepare and submit regular progress reports to senior management and stakeholders.
- **Client Liaison:** Serve as the primary point of contact for clients on-site. Provide regular updates on project progress and address any concerns or queries from clients and other stakeholders.

Qualifications:

- **Experience:** Minimum [X] years of experience in a similar role, managing construction sites for commercial, residential, or industrial projects.
- **Education:** A relevant degree or qualification in construction management, civil engineering, or a related field. Alternatively, substantial hands-on experience in construction project management.
- **Certifications:** CSCS (Construction Skills Certification Scheme) card, SMSTS (Site Management Safety Training Scheme), First Aid certification, and any other relevant qualifications or training.

- **Skills:**

- Strong leadership and team management skills.
- Excellent communication and interpersonal skills.

Cv Mr. Oto Sliska

Contact details: Email@gmail.com

Personal Statement:

I'm a positive person with good qualities and manners, always ready and prepared. I come from a hard-working background, and I am open to learn or develop new skills. I am a musician in my spare time, and I always find time to read an interesting book.

Work related experience:

2016 – 2018: Supervisor at: Allans building team LTD

(Supervising a team of builders, building of houses and other buildings).

2018 – 2024: Manager at: JKH BUILDINGS (Newport).

(Managing a team of 12 builders, mainly working at Cardiff city council sites).

Qualifications:

- CSCS Certificate/Card, course passed in 2015. (London).
- Construction Diploma level 3, Cardiff and vale college (Cardiff) 2012

- **Skills:**

- Operation of machinery on building sites (qualified/trained)
- Effective time management

- Problem solving
- Interpreting data (fully trained)
- Dedication
- Creativity
- Health and safety skills

COVER LETTER

Dear Hiring Manager,

I am writing to express my interest in the Construction site manager position at SSH Builders as advertised. With 8 years of experience in the construction industry and a strong background in [relevant skill, e.g., project management, safety compliance, or hands-on construction], I am confident in my ability to

contribute to the success of your team and help deliver high-quality projects on time and within budget.

Throughout my career, I have gained comprehensive knowledge of building site operations, including [list key skills or experiences, e.g., coordinating subcontractors, conducting safety inspections, managing site logistics]. My hands-on experience with [specific types of projects, e.g., commercial, residential, infrastructure] has honed my ability to manage both the technical and logistical aspects of construction, ensuring seamless workflow and compliance with regulations.

I am particularly drawn to it because of your reputation for excellence in [mention a company achievement or project you admire]. I am excited about the opportunity to bring my expertise in [mention a specific skill or quality that aligns with the job description] to your team and contribute to the continued success and growth of your company.

In addition to my technical skills, I am highly organized, detail-oriented, and able to work effectively under pressure. I am dedicated to maintaining a safe and efficient work environment and have a proven track record of meeting project milestones while ensuring strict adherence to safety standards.

I look forward to the opportunity to further discuss how my experience and skills can contribute to the success of [Company Name]. Thank you for considering my application. I am available for an interview at your convenience and can be reached on 07784943478 or via email at Email@gmail.com address].

Sincerely,

Oto Sliska

