



Graduate Quantity Surveyor Job Description

Job Specification

Title:	Graduate Quantity Surveyor
Team:	Building Surveying
Location:	Sidcup (hybrid working)
Term:	Full time, Permanent

About Frankham

Frankham Group is a multi-disciplinary construction consultancy with 40 years of experience, providing a full range of design, engineering and consultancy services to the built environment.

When you join Frankham we will help you develop your know-how and apply your skills so that you achieve your full potential. Our investment in training and your professional development, combined with the support and coaching from Frankham team members will help you learn and grow.

Our people are practical, friendly and are passionate about what they do. We believe in enjoying our work, going beyond expectations, and having fun in doing so.

Our belief is simple: *use intelligent ideas to create human benefits.*

We are currently looking for a Graduate Quantity Surveyor to assist in general quantity surveying duties under the supervision of an experienced member of the team.

We offer a competitive benefits package together with excellent career prospects and progression.

Job Content

- Measuring of drawings and taking off to produce estimates, cost plans and Bills of Quantities.
- Gathering the information required for a Tender Analysis. Analysing the tenders and drafting the Tender Report.
- Compiling and producing Contract Documents.
- Assisting with the completion of monthly valuations and cost reports.
- Assisting Senior Surveyors with their projects and managing information and documentation.
- Any other duties reasonably required of the post-holder following consultation.

Key Skills and Attributes

- Completion of previous work experience or work placements is desirable.
- Should be conversant with Excel spreadsheets and other standard Windows applications and be willing to develop familiarity with bespoke industry software including CATO and MS Project in particular.
- Should have a technical understanding of the quantity surveyor.
- Attained an RICS accredited BSc (Hons) degree course and a desire to work towards RICS qualification.
- Fully rounded, highly motivated, presentable, proficient and hardworking.



- An individual who is confident to operate initially with supervision, moving towards working independently, whilst remaining a 'team player', with good communication skills (both oral and written) and a flexible approach.

Benefits & Initiatives

Frankham offer excellent benefits and initiatives, including:

- Flexible working scheme.
- SimplyHealth healthcare benefit.
- Long service award.
- Bonus scheme.
- Frankham Friday.
- Cycle-to-work scheme.
- Life assurance.
- Annual leave inc. sell, buy & carry-over policies.
- Annual season ticket loan.
- Enhanced maternity & paternity pay.