

One Precious Life (OPL) Academy is an employment accelerator connecting job seekers to job opportunities in Nigeria's construction industry.

Our Client is a leading interior design consultancy firm based in Lagos, Nigeria. They are looking to hire a Quantity Surveyor to join their team.

### **Description of the Role**

The Quantity Surveyor will be responsible for understanding, quantifying, budgeting, negotiating procuring and managing the materials and costs of projects. He/ she should be familiar with the procurement of unconventional items.

### **Requirements**

- Degree in quantity surveying
- Minimum of five (5) years' experience in interior design and quantity surveying services with a proven track record of delivering cost benefits
- Experience in procurement of unconventional materials is a plus
- Strong aptitude for numbers, spreadsheets, and financial reports
- Thorough understanding of contract administration
- Experience in compiling and following strict budgets
- In-depth understanding of construction materials and pricing
- Strong attention to detail with an ability to focus on critical elements and, at the same time, remain mindful of the big picture
- Excellent negotiation skills
- Good working knowledge of Auto CAD and Excel
- Excellent team player with the ability to work independently and through own initiative
- Strong written and verbal communication skills, with the ability to express complex ideas in simpler terms
- Ability to work under pressure and maintain a clear assessment of requirements and priorities
- Recognized qualifications such as Chartered status would be an advantage

### **Responsibilities**

- Prepare various documents including budgetary estimates, bill of quantities, cost estimates and other documentation
- Manage vendor and supplier selection process based on price, quality, level of support, capacity and reliability
- Negotiate with vendors and suppliers on an ongoing basis
- Liaise with other construction professionals, including project managers and architects, to advise on requirements of a contract
- Track changes to the design and construction work and adjust budget projections accordingly
- Utilize software to calculate, record, and track inventory and estimates.
- Identify potential financial or construction risks



- Inspect site and collate information including but not limited to statement of claims from contractor, anticipated claims from contractor, assessment of costs of work and expected final cost
- Analyze completed projects to determine ROI and compare costs
- Perform other related duties as may be assigned.

### **Application Instructions**

To apply, please click on this link and complete the form - <https://fs9.formsite.com/FqNdDr/oplacademy/index.html> or visit [www.oplacademy.org](http://www.oplacademy.org) and click on the 'Job Application Link' under the Recruitment Tab

### **Deadline**

Tuesday August 20, 2019