



ROLE PROFILE

Job Title	Build / Site Manager	Reports To	Company Director	Location	Potto (DL6 3HP)
Date Created:	March 2022	Department	Abracadabra Marquees (Hire)	Grade/Band	M2
Purpose: Manage and lead a team of build technicians to carry out successful installations of various marquee and temporary structures					
Main Accountabilities		Key Performance Indicators		Skills & Experience	
<p>Including but not exclusive too:</p> <ul style="list-style-type: none"> • Manage and supervise the complete installation / take down of required marquees and all interior and external fit-outs • Manage a team of between 2-8 Build Technicians ensuring all relevant procedures are followed and the team are working in a safe and timely manner • Be the main point on contact on-site and the face of our brand • Liaising with the client, Company Director, Office Team and all other contractors, offering a constant, clear avenue of communication for all things project related • Responsible for driving and maintaining a range of vehicles and trailers • Responsible for the smooth running of the warehouse facility, working closely with the Company Director in order to ensure efficient use of the space, tools and crew • To take reasonable care for the health and safety of yourself and other persons who may be affected by acts and omissions at work. • Maintaining a high standard of working practices and finish 		<ul style="list-style-type: none"> • Health and safety working standards • Customer service levels • Managing team time and attendance • Good attention to detail • Team development and welfare standards • Good communication skills • A good level of physical fitness is required for the role as the job does include manual handling activities. 		<ul style="list-style-type: none"> • Ideally 2 years of experience working in the marquee, temporary structure or construction industry • Full UK driving license with experience in towing trailers • Experience in managing a team of people • Health and Safety best practice including manual handling training • Ideally First Aid certification, although this can be provided as part of personal development in the role • Ideally with experience of operating Forklift Trucks • GCSE English and Maths grade C and above 	