



Company	Concrete Repairs Limited
Title	Regional Manager Designate
Location	CRL Regional Office – Chesterfield Office
Grade	Level 6
Reporting to	Regional Manager and/or CRL Board as required
Qualification requirement	Ideally degree qualified and working towards professional qualification
Required Experience	Five years minimum in senior managers role
Job description summary	To support the Regional Manager/Director at any time as required, e.g. during periods of annual leave or during busy periods when the Regional Manager/Director may be engaged with other duties. Driving the business forward whilst maintaining high standards of health and safety and quality, managing risk and achieving Regional Targets.

Key Accountability	Duty Statements	Performance Statements
Managing heads of department within the Regional office as required	Close liaison with the Business Development Manager, Estimating Manager, Commercial Manager, Contracts Management team and other staff. Chairing regional team meetings.	Must be capable of setting priorities and working under pressure.
Manage risk within the Region	Develop and maintain a good working knowledge of; Conditions of Contract, Employment, HR and Health and Safety legislation, materials and technology, and best practice within the sector. Manage the decision to bid process for all enquiries and tender opportunities. Develop and complete monthly appraisals and applications for payment.	Must understand, implement and follow Company SHEQ procedures
Drive the business forward	Promote the business at conferences, exhibitions and CPD events. Develop the Regional Business Plan including sales and profitability targets and agree annual overhead budget. Consider and encourage innovation	Responsible for meeting regional KPI's for sales, profitability etc.
Represent the interests of the region at meetings	Attend meetings with clients for significant tender opportunities, pre-contract meetings and challenging contracts. Attend Management, SHEQT and other quarterly meetings.	Must, at all times act in a professional manner
HR management	Oversee the HR function within the region including; recruitment, induction and training, performance monitoring, annual leave, and disciplinary and grievance procedures.	Must be able to take ownership of the team, to lead, develop and motivate all employees

Anyone interested in this role should express their interest to Dionne Dunkley, HR Dept.

Closing date is 30 June 2021.