

Job description

Job Title: Regional Commercial Manager

Location: Office Based, Regional

Department: Commercial

Position Reports To: Head of Commercial Services

Company Overview

Gigaclear is a fast growing, game changing builder and provider of pure fibre broadband services to residential customers and businesses in England. We have an ambition to make a significant difference to the broadband landscape in rural England and improve our customers lives through the provision of world class broadband services.

Purpose of the job

The Regional Commercial Manager will be responsible for implementing commercial ways of working, recommending client/supply chain risk sharing and leading contract formation (typically NEC forms of contract), deploying strong post contract management resulting in prompt and fair administration.

Key Accountabilities

- Raises Task Orders and reviews and accepts supply chain Quotations. Administers Task Orders, in CEMAR, to ensure that Gigaclear is fulfilling its contractual obligations in respect of:
 - Managing change
 - Applications for payment
 - Final accounts
- Enable the effective management and understanding of performance against budgets at both regional contract level and up into the wider business
- Produce and analyse all relevant commercial data for performance reviews, including the cost incurred, the level of accrued cost and the forecast remaining cost to understand and report against both cost pressure and cost opportunity.
- Supports the Commercial Services and General Manager teams with cost and budget forecasts
- Maintain records of all contractual communications and engagements
- Participate in value management/engineering exercises and provide any cost information required
- Participates in value management/engineering and schedule optimisation exercises and provides any cost information required
- Work with procurement incentives to support the delivery of capital plans of work
- Take steps to ensure that currently procured tools (such as CEMAR) are being utilised efficiently and that Gigaclear are contractually compliant in relation to potential contract change
- Establish and maintain accurate levels of Gigaclear funding that has been sanctioned for projects and contracts
- Supports the ongoing development and improvement of commercial management processes within Gigaclear
- Provide relevant cost and contract advice as required to support both the formation of budgets and the valuation of future work scope
- Establish and administer a regime of effective risk and opportunity management, to reduce Gigaclear's commercial exposure

- Work with the Commercial Director and Programme Management Office in order that the approach to risk management is consistent and adds value to the wider business
- Contributes, to and supports the collation of programme and portfolio reports and Management Information
- Work closely with both the supply chain and client delivery teams, encouraging positive outcomes, whilst respecting contractual requirements
- Performs assessments of the potential cost impact of all proposed changes to the PMB that are driven by the contract.

Knowledge, Skills and Experience

- Demonstrate a minimum of 5 years' experience in all aspects of large-scale commercial management, ideally in infrastructure projects
- Experience of commercial management across many parts of the project lifecycle, from pre-contract through to successful contract close out
- Both the ability and experience of implementing effective cost control processes that recognise the differences between project budget performance and contract administration
- Experience of reporting, tendering, payment application management, variations, negotiation, and contract close out
- Experience of risk and opportunity management

Qualifications

RICS or CIPS qualification is essential

Our Values

Find a way - we will work together to deliver market-leading solutions and provide customer service excellence to our communities

Do the right thing - we always base our decisions on what we believe is fair, considerate and in the best interest of our customers and our colleagues

Be committed - we are all accountable for our actions and work relentlessly with our many customers to deliver on our promises

Keep it simple - we take potentially complex and confusing information and we make it easy for everyone to understand

This job description is not intended to be exhaustive. The post holder will be expected to adopt a flexible attitude to the duties which may be varied (after discussion), subject to the needs of the business and in keeping with the general profile of the role.