## **Ipsum Water Scotland LTD – Contracts Manager (De-silting) – Livingston**

## **The Company**

Our vision is to be the leading customer service focused provider of specialist utility and infrastructure solutions operating on both public and private networks. Providing great customer service is at the heart of what we do, and our commitment is to deliver this safely and innovatively through our highly skilled teams – we call this the Ipsum Way.

We’re always looking for people who are passionate about delivering outstanding customer service and who take pride in delivering essential services 24/7/365 that really make a difference to local people and communities.

We are committed to supporting and developing our people to achieve their full potential. If you join us, as well as learning on the job, we offer structured learning in the form of apprenticeship programmes and sponsoring relevant professional qualifications. If your qualification gives you membership of an accredited professional body then we will reimburse your annual membership fee. Investing in our people and enhancing our expertise and flexibility enables us to deliver the highest standard of service to our customers.

We really value our people and so we like to look after them. In addition to an attractive salary, if you work for us, you’ll enjoy a range of employee benefits which you can explore more about by visiting our website [www.ipsumutilities.com](http://www.ipsumutilities.com).

## **The Role**

* The Contracts Manager’s purpose is to lead & manage the operations team, developing an operations programme of work in line with the Company’s Vision, Mission and Values. They will be responsible for ensuring Company policies are implemented, monitored, and audited, ensuring resources and equipment are adequate for the workload. They must ensure that work standards meet the client expectations and maintain client and colleague communications at all times.

## **Job Purpose**

## **The Person**

## **Qualifications**

* SMSTS
* NEBOSH or IOSH
* High Pressure Water Jetting
* Confined Space
* Sign Lighting and Guarding
* Ipsum Internal Courses & elearning
* Management of people courses.
* Driving Licence

## **Knowledge & Experience**

* Experience in a management position
* Experience in Utilities Industry (civil engineering)
* Commercial awareness
* IT literate and proficient in Microsoft Office package
* Planning and programming experience
* Experience and ability to encourage and enable personal development of and recognise and reward team.
* Experience and ability to lead by and set an example.
* Experience in building collaborative relationships with existing and new clients and suppliers.

## **Skills & Personal Qualities**

* Ability to communicate both up and down within Ipsum and the Client Organisation
* Excellent communication skills
* Excellent time management skills, with ability to deliver tasks to deadline.
* Professional and positive approach
* Self-motivated and organised.
* Flexible attitude and approach.
* Team player, and able to work on own initiative.

*Ipsum is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, transgender status, religion or belief, marital status, or pregnancy and maternity.*