

Mechanical Operations Manager

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Job Summary

Vacancy :

Deadline : Oct 31, 2024

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Employment Status : Full Time

Experience : Any

Salary :

Gender : Any

Career Level : Any

Qualification :

Job Description

Job Purpose:

The Mechanical Operations Manager will have the responsibility for overseeing and coordinating **high-rise projects** such as Student Accommodation, Care homes, Offices, Warehouses etc. The Operations Manager will provide leadership and direction on all projects they oversee for MGME.

Duties and Responsibilities:

- Responsible for the delivery of non-domestic projects consisting of **High-rise apartments, Student Accommodation, Care homes, Industrial warehouses, Offices** etc
- Be involved in the Estimation and Tendering phase on preferred projects with new and/or existing Clients.
- Work closely with our Directors to contribute to winning new projects.
- Evaluate construction methods and determine cost-effectiveness of plans.
- Examine Financial Information and use it to improve profitability.
- Liaise with our Internal Quality Team to ensure workmanship is of the highest Standards.
- Provide input and assistance on the improvement of Quality and inspection processes. Continually seeking to improve and from a risk based perspective, keeping the Quality team focussed on quality issues of high risk to the business.
- Oversee the pre-construction works involved on non-domestic high-rise projects.
- Build and maintain relationships with key clients and stakeholders.
- Conduct in-depth reviews and analysis of all project or contract documents to be familiar with every detail/and or requirement and also identify contractual/ other risk items and establish risk.
- Promoting safe working practices and positive safety culture throughout the company and across sites.
- Improve operational management processes and implement best practices.
- Direct and supervise Contracts managers, Site Supervisors and any personnel that directly report to you. Be the ultimate point of resolution for any issues that Contracts Managers are unable to resolve.
- Assist with the recruitment and training of staff for specific roles required.
- Develop and maintain strong relationships with Sub-Contractors and suppliers.
- Assist with and manage the setting up of working budget estimates with commercial team for all new projects.
- Ensure projects are kept on budget and on programme and assist with communicating budgets to the site management team for each project on a regular basis.
- Regular visit sites to ensure projects are being kept on course.
- Attend weekly Progress/Resource meetings with Construction Director.
- Conduct monthly reports and present to board on how projects are performing.
- Inspect and review projects to monitor compliance with MGME processes.
- Represent the company at meetings, promote the correct company image and ensure staff are aware of their responsibilities.
- Conduct lessons learned exercises on key projects and communicate the findings to the wider team including providing feedback to the estimating team on processes / products / suppliers to improve estimating on commercial projects
- Ensure all projects are handed over to clients on time whilst adhering to the company's commissioning and handover processes and to help the company continually develop and improve these processes.
- To ensure that all company standards and policies are followed and maintained at all times.
- This job description is not intended to be exhaustive and flexibility in your approach to your role is essential. We reserve the right to amend or change this job description from time to time to suit the changing needs of the role and the business and you agree to accept such changes.

Person Specification:

- Experience in a Mechanical Operations Manager or similar role in the MEP Industry on high rise projects such as Apartments, Student Accommodation, Care homes, Offices, Warehouses etc
- Be a time served Plumbing engineer.
- Experience managing and leading teams.
- Have excellent Health, Safety, Environmental and Quality system knowledge.
- Good working knowledge of IT Systems (MS Office, MS Teams, Project Management Software, Construction Management Software such as Procore)
- Good time keeping and organisational skills with the ability to multitask and prioritise.
- Strong commercial awareness and ability analyse costs and trends in the market.
- Excellent communication skills and ability to work well in a team environment.
- Excellent interpersonal skills with the ability to build effective working relationships.
- Full clean ROI or UK Driver Licence.

Employee Benefits:

- Competitive compensation package.
- Company pension scheme.
- Opportunities for career development and progression within a growing company.
- A collaborative and supportive work environment.
- 28 + days annual leave.
- Company Vehicle (role dependent)
- Active social and charity calendar.

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
