

For the Appointment of Contracts Manager



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The Company

T&N Gilmartin is a 3rd generation family owned Fife-based contracting firm that specialises in landscaping, civil engineering, grounds maintenance, lighting and surfacing. With a history that stretches back over 60 years, the business has a proud heritage of innovation, quality and exceptional client service.

The Company was established as an agricultural contractor in 1956 by Tommy Gilmartin Snr. 'T. & N. GILMARTIN (CONTRACTORS) LIMITED' was established in 1986 by his son Tommy Gilmartin, who recognised the need to diversify the range of services offered, in order to secure a more stable future for the business.

The first new areas to be added were civil engineering and grounds maintenance, with landscaping, street lighting and road surfacing being developed later in response to customer demand. As each area thrived, the company itself grew and continued to build the strong client base, demonstrating successful and profitable growth.

During October 2014 the Company completed a move to new customised premises. Philip McElhinney took over as Managing Director in December 2016.

Today the business continues this pattern of steady growth and diversification. With a strong order book and pipeline of opportunities, this is an exciting time within the organisation and the leadership are looking ahead to making the most of new opportunities, while constantly seeking ways to streamline their operations and better serve our customers.

Services and Customer Base

Civil engineering

Typical projects within this service category would include high-quality environmental improvement schemes for city and town centres, the construction of new roads, footpaths and car parks on behalf of local authority, site clearance and excavation, coastal and river bed protection schemes, installation of drainage and utility connections, equestrian facilities, including sand arenas and stable blocks and the construction and refurbishment of play areas and multi-use game areas.

Landscaping

Typical projects within this service category would include the supply of, and installation of trees, shrubs and plants, acting as the Scottish agent and installer for Practicality Brown mature hedging, felling trees and clearing ground, with their landscaping services being supported by their very own nursery and poly tunnels.

Grounds maintenance

Typical projects within this service category would include grass and turf maintenance, shrub bed maintenance, mulching, weed killing, fencing work, snow clearance and gritting.

Lighting

Typical projects within this category would include the installation of new lighting columns and underground supply cables, the installation of sports lighting, such as skate parks and multi-game areas, architectural and feature lighting, electrical testing and commissioning and lighting maintenance services.

Surfacing

Typical projects within this service category would include the surfacing of roads, footpaths and car parks, the installation of decorative resin surfaces, the installation of synthetic sports surfaces, the patching and repair of roads, footpaths and car parks and white lining and road marking.

The organisation works with a varied client base and their projects range from small one off pieces of work to multi-million pound contracts on behalf of organisations directly as a main contractor and also indirectly as a subcontractor. Clients span a number of sectors including corporate, main contractor base, local authority, education and energy.

A selection of clients are noted below;

Clients



The Opportunity

T&N Gilmartin are looking for an experienced Contracts Manager to join their construction team based in Cupar, Fife.

Reporting to the Managing Director, the successful candidate will be responsible for overseeing Civil Engineering and Hard Landscaping service categories and their associated projects to completion.

This is a fantastic opportunity to join a growing and ambitious business built on family values and work ethic. As the business grows, it also is looking to modernise, and there is the opportunity to drive systems improvement and in areas digital transformation to how the company operates.

Responsibilities will include;

- Control the implementation of the client's contract and the subcontracts from a commercial and operational perspective from project start to completion
- Manage and engage with procurement and estimating teams pricing and proposal stage and throughout the lifecycle of the project
- Manage any financial or operational risk and propose strategies and action plans
- Monitor the implementation of the action plans and ensure that they are followed by the project management team
- Monitor the production of and communication of contractual reports with customers and the business Executive (such as delay analysis)



* *The photograph pictured at Dundee Waterfront is part of the high quality and high profile scheme we recently provided adjacent to the V&A*

Candidate Profile

- Working in a busy contracting environment, you will possess the skills to successfully deliver projects on time, on budget and to a high standard
- Experience of, and the ability to inspire and support site based teams
- You will have excellent communication skills, be able to organise resources efficiently and be commercially aware
- The successful candidate will hold at minimum an HNC in Civil Engineering, be experienced in setting out, working with CDM Regs 2015 and NEC Contracts
- As well as this functional experience the candidate will have the ability to work well within an established business, understanding the importance of culture and relationships and possess the following skills and experience;
 - » A commercial, analytical and detail oriented mindset
 - » High organisational, project management and change management skills
 - » Confidence in decision making and consulting with a diplomatic approach
 - » Ability to prioritise workloads and adapt to changing demands
 - » Excellent communication skills and the ability to negotiate
 - » The ability to work collaboratively in a close knit business



* *The photograph pictured at Kirkcaldy Waterfront is part of the scheme we are delivering on behalf of Fife Council*

Further Information

For further information or a confidential discussion, please contact Jamie Brown on:
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