

Trainee Contracts Manager

Maylarch Environmental Ltd currently has a vacancy for a Trainee Contracts Manager.

This role will involve assisting the contract managers with general contract duties including liaising with clients and organising labour and plant. The ideal candidate will need the following skills and qualities:-

- Excellent administration and IT skills including word, excel & outlook
- Organised and methodical
- Good communication and organisational skills
- Accurate and pays attention to detail.
- Presentable

Previous experience in the industry is not required as full on the job training will be given, however some kind of contracting experience, experience within the construction industry or managing people and clients would be an advantage.

The successful candidate will need to be over 18 (insurance reason) and hold a full driving licence

This is an exciting opportunity to join a forward thinking; friendly company committed to staff development and the post offers good potential for career development

About The Company

From our central location near Oxford and our new branch location in the South West, Maylarch covers a large part of the south of England offering asbestos surveying, asbestos removal and demolition services. Maylarch is recognised by our clients as being professional, reliable and technically excellent. Maylarch is a friendly company to work in and is committed to developing and training staff.

For further details or to apply for the above position with your CV and covering letter, please e-mail recruitment@maylarch.co.uk

Confidentiality Assured – Maylarch Environmental Ltd is an equal opportunities employer