



Quantity Surveyor Assistant Principal Grade

Project Overview

Sport Ireland is the authority tasked with the development of sport in Ireland. This includes participation in sport, high performance sport, anti-doping, coaching and the development of the 520-acre Sport Ireland Campus in Dublin 15.

In 2022 Sport Ireland published a major new masterplan that sets out the development priorities over the next 20 years. This will see the addition of a range of major new sporting facilities including a Velodrome, major office development, athlete hub and cricket oval. The masterplan also includes multiple medium sized projects (€5-10m) and smaller projects in the €1-5m bracket that will be delivered on an annual basis including car parks, pavilion buildings, refurbishment of smaller protected structures on site, extension and adaption of existing buildings and infrastructure, development of landscapes across 150 acres of parkland including cycle and walking routes, climbing walls, external sports focused public facilities.

Sport Ireland has a small development team tasked with the delivery of the above. Work is delivered through a framework of design consultants – Architect, Engineers, Quantity Surveyors and Project Managers. All large projects are managed and co-ordinated by an external Project Management firm with small and medium projects mostly managed by internal project managers.

As part of project governance, Sport Ireland have introduced a PMO as the custodian of process and procedure. While making several business process improvements, there remains the ongoing opportunity to refine and improve project delivery, including from a commercial perspective.

Sport Ireland need to strengthen their team with a Senior Quantity Surveyor that will work with the Development Director and development team. As part of the team the Senior Quantity Surveyor will provide astute commercial management advice and support at campus and project level in delivering the Sport Ireland Campus Masterplan.

This is an outstanding opportunity for an enthusiastic and motivated individual and will provide detailed insight and experience in property development, campus management, finance, funding, government, procurement and construction. Experience at a senior level in a cost consultancy, property or construction environment is essential and qualifications in quantity surveying is a minimum requirement. Experience with the Capital Works Management Framework, Infrastructure Guidelines (PSC) and Public Works Contracts would be desirable.

Job Purpose

This is a senior appointment with the appointed candidate leading on all commercial activities and supporting the development team.

Reporting to the Campus Development Director, the appointed candidate will work as part of a development team at Campus level and across multiple projects.



Duties and Responsibilities

- Leading on, developing and implementing a commercial model for the Campus in relation to programme reporting and delivery ensuring the best outcomes and value for money.
- Management and ownership of all projects and associated commercial matters covering frameworks, consultant and contractor contracts, cost management, procurement and legal matters with specific responsibility for the quality and monitoring of commercial controls within the PMO.
- Leading on and providing commercial advice on contractual matters, framework award and drawdown, public procurement, CWMF, and Infrastructure Guidelines (PSC) requirements
- Supporting the Development Director in establishing funding requirements based on the requirements of the programme, understanding opportunities for acceleration and reprioritisation should additional funding become available.
- Monitoring the health of the programme and projects from a commercial perspective, taking cognisance of broader financial and contractual risks and opportunities, ensuring all corrective action is taken to the benefit of Sport Ireland.
- Monitoring of the annual budget within the context of the programme, ensuring actual costs track forecasts and reporting on performance.
- Working in partnership with project teams on project structure, controls, procedures, risk registers, design team performance and other related commercial matters.
- Working with the Audit and Risk Committee in relation to audit reviews and ad hoc financial reviews ensuring robust records are maintained covering all programme activity to create fully auditable records of all financial decisions and payments.
- In conjunction with the development team, management of all commercial contracts and appointments entered, including procurement compliance, performance management, variations and contract extensions. Oversight that all payments are in line with cashflow and PMO requirements.
- Compiling short-term budgets, annual capital budgets and other financial reports including monitoring monthly to predict any over/underspend.
- Preparing commercial, cost, project and other related reports for the board, committee and Development Director as required. Preparing board and committee papers as required.
- Working with internal teams and external quantity surveyors to ensure that all cost approvals and contract variations are managed and monitored in line with agreed authorisation limits, including approval of spend where within the limit of the Quantity Surveyor role.
- Assisting the Campus Development Director and Finance Director on any cost or commercial matters or other works as required.
- Responsibility for all commercial matters related to strategic assessment reports and preliminary business cases prepared under the Infrastructure Guidelines (PSC), including negotiation with National Governing Bodies as required.
- Working with Finance and Procurement units to progress integration of development processes and business improvement opportunities
- Ensure financial management in line with standards, legislation and Sport Ireland governance.

The above list is not exhaustive, and it should be noted that other ad-hoc duties may be assigned from time to time.

Person Specification

Essential Skills, Qualifications, Knowledge, Ability, and Experience:

- Must have at least 10 years' prior professional experience working in Cost Consultancy, construction, or development.
- Must have relevant Quantity Surveying experience at a senior level in a construction, property or development environment.
- Must have excellent interpersonal skills and the ability to communicate effectively with a range of different stakeholders.
- Must be capable of presenting information verbally in a clear, concise and confident manner and must have excellent written skills, with a proven track record in producing high quality written reports.
- Must be computer literate in MS Office.
- Must have a proven ability to work effectively as part of a team and on own initiative when required.
- Must have experience of effective cost management of projects and programmes on time and within agreed budget parameters.
- Must be highly efficient, results focused, with a keen attention to detail and high standards in all business activity.
- Must be capable of building and maintaining healthy, effective and mutually respectful business relationships with all key stakeholders.
- Must have experience of CWMF and Infrastructure Guidelines (PWC).

Desirable Skills, Qualifications, Knowledge, Ability, and Experience (some or all of the following are desirable):

- A background in Quantity Surveying or similar cost role.
- Professional qualification in cost management.
- Ability to effectively display common sense and logic as required.
- Motivated and enthusiastic with a strong desire to learn, succeed and progress their career.
- Experience of project delivery in a public sector project environment.



Additional Information:

Contract: Permanent, Full Time.

Salary Scale: AP Standard Scale. The appointment will be made on this scale at a point in line with current Government Pay Policy. New entrants to the public sector commence on the first point of scale.

Location: Sport Ireland, Sport Ireland Campus, Snugborough Road, Blanchardstown, D15

If you would like to apply for this position, please send your CV in confidence to sportirelandjobs@orangerecruitment.ie . Closing date for applications is Wednesday 20th March 2024, 5pm.

Sport Ireland is committed to fostering an inclusive workplace which values and benefits from the diversity of the workforce. Sport Ireland is an equal opportunity employer of all qualified individuals. We actively welcome applications from people from all backgrounds and do not discriminate based on any protected groups. If you require reasonable accommodations to interview, please let us know and we will do our best to assist.

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