

# Job Description

## Trainee Quantity Surveyor



Duties of Trainee Quantity Surveyor:

- Is responsible for the financial and contractual control of a building project
- Has a combination of site based and office based duties
- Works as part of the project's management team
- Works with a variety of computer programmes including, Procore and 4Projects Viewpoint
- Is involved with the measurement of buildings on site and from drawings
- Carries out monthly valuations with the Client's QS
- Is involved with the appointment and payment of subcontractors
- Attends regular meetings with the Client and their design team
- Reports monthly on the financial position of the project

