



The Suttie Group

Passionate about people, partnerships and performance

Construction Manager - Mexico



The Suttie Group is working with a mid-tier producer in Latin America. Our client has expansion plans which include, building new mine facilities encompassing underground mine infrastructure, mineral processing plant and service infrastructures. Reporting to the Project Manager, The Construction Manager will lead the construction team comprised of the owner's team, contractors, consultants and vendor's reps. The CM will also coordinate with project stakeholders for the successful project completion.

Experience & Skill Requirements:

- Bachelor's degree in engineering is required. (Mechanical or Civil preferred)
- Able to communicate **effectively in Spanish** and English, both **written and verbal**
- **15+ years' experience constructing mineral processing plants, underground facilities and infrastructure**
- Proven, solid background in construction supervision of civil and electromechanical works
- Strong commitment to safety and understanding of OH&S best practices and obligations
- Has developed bids, contracts and managed sub-contractor agreements in civil and electromechanical construction environments
- Demonstrated commitment to ethical behaviour in an owner's team
- Proven ability to deliver projects on time, to schedule and budget to owner's parameters including a good understanding of project management frameworks
- Demonstrated experience working as part of a multidisciplinary project team on complex projects with responsibility for outcomes
- Develop and maintain project programs, change schedules, scoping documents, risk assessments, management plans, budgets and issues registers
- Computer literate (MS Office suite)
- Confident negotiator and influencer
- Solid understanding of Contract Administration

Responsibilities:

- Set up contractual documents for bidding in accordance with procedures and authority of responsibility.
- Establish and administer budgets to meet project objectives
- Ensure detailed reports are produced as per requirements
- Develop an Organization Chart and Staffing Plan, interview team members, employ and manage staff
- Establish site facilities and services ensuring they are utilized and maintained
- Ensure detailed plans are drawn up and that all information is available to planners. Set up procedures to ensure information is channeled to Field Engineering and Project Controls, and monitor these procedures and reports
- Lead, organize and approve the construction plans together with a timetable for scheduling for completion of projects
- Identify and account for deviations and determine corrective action
- Establish and maintain systems for recording and reporting works and materials management
- Ensure that all contract close-out arrangements are honored
- Report weekly and monthly on progress in detail
- Review and authorize all requisitions ensuring all appropriate documentation is provided and procedures are adhered to
- Responsible for safety of all on site construction staff during project execution
- Control industrial relations on site and liaise with the Community Relations Lead on problem areas
- Monitor and control sub-contractors, consultants and vendors by holding regular meetings and monitoring progress - consult on any changes
- Ensure that sub-contractors to be used by the project team are properly vetted and sub-contractors adhere to QA procedures
- Confirm that schedules and targets are met, and that on-site estimating is carried out correctly

This position is based in Mexico, relocation is required.

If this position is a good fit for you please contact Elizabeth via www.suttiegroup.com. We look forward to hearing from you and your confidentiality is assured.