

Construction Officer

Purpose

Assist the Senior Operations Manager with the operations of Ages Build Pty Ltd

Specific Responsibilities

- Assist with the implement the company Work Health and Safety Policy, Environment and Quality Poicies;
- Development and management of project documentation including all Quality, Environment and WHS documents, in conjunction with Operations Staff;
- Tender response management;
- Liason with customers;
- Liaison with subcontractors;
- Administration