

CONTRACTS MANAGER – Construction & Refurbishment

Pave Aways Limited | Avenue Mill, Knockin, Nr Oswestry, Shropshire, SY10 8HQ

As Contracts Manager, you'll lead your allocated projects from pre-construction through to completion, bringing together people, programme, quality, safety and commercial performance to deliver outstanding results.

Working with the senior management team, you'll gain exposure to the strategic and operational side of the business while taking day-to-day ownership of project delivery.

KEY RESPONSIBILITIES

- ✓ **Lead projects from pre-construction through to completion**, ensuring they are delivered safely, on programme, within budget and to the highest standard.
- ✓ **Lead and develop Site Managers and project teams**, setting clear expectations and creating an environment where people can do their best work.
- ✓ **Manage programmes, procurement and resources**, anticipating challenges and taking action to keep projects moving.
- ✓ **Own project performance**, working closely with the Commercial Team to manage budgets, costs, variations, risk and contractual obligations.
- ✓ **Build strong client and stakeholder relationships**, acting as a senior point of contact and ensuring our client expectations are consistently met.
- ✓ **Manage subcontractors and suppliers**, driving performance, quality and collaboration across the supply chain.
- ✓ **Maintain high standards of health, safety, quality and environmental performance**, following our Pave Aways values and challenging poor practice, leading by example.
- ✓ **Drive quality from the outset**, with a focus on getting things right first time and achieving a smooth, well-managed handover.
- ✓ **Identify opportunities to improve how we work**, including value engineering, incentivising efficiency and lessons learned across projects.
- ✓ **Report clearly on project performance**, providing insight and recommendations to the Construction Director, Managing Director and Senior Management Team.
- ✓ **Contribute to the wider success of Pave Aways**, bringing your experience, ideas and leadership to the continued growth and development of the business.

WE'RE LOOKING FOR

- Significant experience working within the building construction sector.
- Proven experience as a Contracts Manager, Senior Contracts Manager or in a similar senior construction management position.
- A strong track record of successfully delivering new build and refurbishment projects.
- Experience working on complex projects, ideally within education, healthcare, or other live environments.
- Solid knowledge and experience of JCT and NEC contracts.
- Excellent technical knowledge and a strong understanding of construction methodology.
- Strong commercial awareness and experience managing project budgets and financial performance.
- Experience of construction programming, procurement and resource planning.
- Strong knowledge of health and safety requirements and SHE standards.
- Experience in managing and developing Site Managers and project teams.
- Excellent communication, leadership and negotiation skills.
- The confidence to make decisions, solve problems and challenge when necessary.
- A professional and personable approach to client and stakeholder relationships.
- A strong commitment to quality and getting the job right first time.
- IOSH Managing Safely or equivalent.
- A full UK driving license.

OUR BENEFITS PACKAGE INCLUDES

Salary: £55,000–£70,000+ per annum, depending on experience and level of responsibility.

We are looking for an experienced Contracts Manager, and the salary offered will reflect the successful candidate's experience, skills and the scale of projects and teams they will be responsible for.

Benefits include:

- Company car allowance
- Potential performance related bonus
- 25 days' annual leave, increasing with length of service at 2, 5 and 10 years
- Ongoing training and development
- Company pension scheme
- Private healthcare

This is a permanent position with a start date of the 16th November 2026.

We participate in the Disability Confident scheme and are committed to offering interviews to candidates with a disability who meet the criteria for the role.

We proudly support the Armed Forces Covenant and actively encourage applications from veterans, reservists and members of the Armed Forces community.

To find out more about Pave Aways Limited, our history, the projects we deliver and what it's like to work for a successful, privately owned Shropshire construction business, visit our website: [Pave Aways Limited | A Successful Privately Owned Shropshire Construction Business](#)

HOW TO APPLY

Please email your CV to **Jane Harvey** at jane.harvey@paveaways.co.uk and complete Equality & Diversity Monitoring link - [Equality & Diversity Monitoring Form - Contracts Manager – Fill in form](#)