



PR/094376 | Contract Manager

## Job Information

### Recruiter

JAC Recruitment Singapore

### Job ID

1500871

### Industry

Civil Engineering and Construction

### Job Type

Permanent Full-time

### Location

Singapore

### Salary

Negotiable, based on experience

### Refreshed

October 29th, 2024 10:19

## General Requirements

### Minimum Experience Level

Over 3 years

### Career Level

Mid Career

### Minimum English Level

Business Level

### Minimum Japanese Level

Business Level

### Minimum Education Level

Associate Degree/Diploma

### Visa Status

No permission to work in Japan required

## Job Description

### COMPANY OVERVIEW

Our client is A1 Contractor who managing LTA Civil engineering project.

### JOB RESPONSIBILITIES

The candidate preferable to have strong background in LTA Civil Engineering projects

i.e. Utility/ Road work diversion, Cycling pathway infrastructure, sewer, manhole, linked bridge, enhancement of commuter facilities.

- The candidate will be handling higher complexity of disputes, contract, LOA and VO matters.

- Guide and coach the Contract & Tender team (approximately 10pax) in daily contract operation matters, disputes, goal setting.
- Customer relationship management, Sub-con and vendors negotiation and management.
- Work closely with Project team to ensure smooth of project deliveries and meeting timeline.
- The candidate must be existing a Managerial role with at least 6 years in managing diversity team. (Singaporean, Chinese, Burmese, Filipino, Malaysian).

#### **JOB REQUIREMENTS**

- At least 6 years of relevant experience with leading a team.
- Strong project experience as Contract Manager/Senior Contract Manager
- Strong contract administration and legal background
- Strong leadership in managing team, coordination with Management and Project team
- Good at moving & inspire staff, hands on and strong follow up
- Bi linguae in English & Mandarin
- Ability to design and deliver solutions on projects and on site.
- Effective written communication and report writing skills.
- Ability to maintain personal effectiveness particularly during periods of higher-than-normal workload.

Interested applicants please send your resume to:

Jun Fong Khor

Email: junfong.khor@jac-recruitment.com

EA Licence: 90C3026

EA Personnel No: R1439255

We regret to inform that only shortlisted candidates will be notified.

#LI-JACSG  
#countrysingapore

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Company Description