

## **CONTRACTS MANAGER LEADING TO ASSOCIATE DIRECTOR** **SUB SURFACE NORTH EAST**

At Sub Surface, we are committed to **building better from the ground up.**

Established in 1972, Sub Surface is a nationally recognised company in ground investigation, geotechnical, and environmental services. With offices across the North West, North East, Midlands, and South East, we deliver high-quality data and practical, reliable solutions that help our clients manage risk and develop with confidence.

### **The Opportunity**

Sub Surface North East's office, based in Ossett, West Yorkshire, is a well-established and profitable company carrying out all contracting work in the north east region for Sub Surface. Due to a planned retirement, we are seeking an experienced and commercially aware **Geotechnical / Geo-Environmental Engineer** to takeover, lead and grow our North East operations.

This is a senior role with clear and quick progression to **Associate Director**, offering the opportunity to shape regional performance, lead projects, and play a key role in the continued growth of the business. The role comes with an **attractive salary and a 20% profit sharing bonus scheme** with no limits to your earnings.

### **Why Sub Surface?**

We offer more than just a role. We offer the opportunity to contribute to a business focused on continuous improvement and long-term success.

- Clear progression to Associate Director
- 20% profit sharing bonus scheme with no upper limit
- Involvement in a wide range of technically challenging and high-profile projects
- A collaborative, professional, and supportive working environment
- A business committed to quality, reliability, and sustainable solutions

Our work spans a diverse portfolio, from major infrastructure, defence and energy projects to commercial and residential developments.

## **The Role**

As Contracts Manager, you will lead and manage ground investigation, geotechnical and environmental contracting operations across the North East. You will be responsible for delivering projects safely, efficiently, and to a high technical standard, while maintaining strong client relationships.

Key responsibilities include:

- Managing ground investigation contracts from tender through to completion.
- Designing and scoping site investigations
- Overseeing and supervising project delivery, including subcontractors
- Undertaking site works
- Reviewing contract documentation
- Developing and maintaining client relationships
- Producing laboratory testing schedules
- Managing project performance, costs, and final account preparation
- Progress to building a team of Engineers.
- Marketing

This is a hands-on leadership role requiring both technical expertise and commercial awareness.

## **What we're Looking For**

You will be a confident, charismatic and capable professional with a strong technical background and the ability to lead projects and teams effectively.

### **Essential:**

- Must live, or be willing to live, local to Ossett, West Yorkshire
- Degree in Civil Engineering, Geology, Environmental Science, or a related discipline
- Minimum 7 years' experience in ground investigation
- Experienced in interpretative report writing to enable you to design a suitable ground investigation based on site conditions and project requirements
- Sound knowledge of BS5930 and Eurocode 7
- Experience managing site investigations and associated risks
- Full UK Drivers License, preferably clean.

### **Desirable:**

- Chartered status (or working towards)
- Experience managing contracts, including client liaison, tendering, and subcontractor coordination
- Commercial awareness and project financial management experience



## Working Arrangements & Benefits

- Full-time, office (Ossett) and site based role
- Monday to Friday, 8:30am – 5:00pm (37.5 hours per week) early starts will often be required to get to site for 8am.
- 24 days annual leave plus bank holidays
- Salary: £40,000 – £65,000 depending on experience
- Profit share scheme (20%, uncapped)
- Annual salary review
- Clear pathway to Associate Director
- Use of company pickup
- Sick pay

## Our Approach

At Sub Surface, we combine technical expertise with a practical, solution-focused mindset. We work closely with our clients to understand their needs and deliver outcomes that are safe, economical, and sustainable.

We are committed to continuous improvement in everything we do, from how we deliver projects to how we develop our people.

## Apply

If you are ready to take the next step in your career and play a key role in shaping the future of Sub Surface, please send your CV and current salary details to:

[careers@subsurface.co.uk](mailto:careers@subsurface.co.uk)

(Use the job title and your name as the email subject)

For more information, visit: [www.subsurface.co.uk](http://www.subsurface.co.uk)

