

## LAKE SHORE INDIA MANAGEMENT PVT. LTD.

### JOB DESCRIPTION

<b>Job Title</b>	Manager	<b>Department / Function</b>	Design, Development & Construction
<b>Reporting Manager</b>	VP – CONTRACTS AND PROCUREMENT	<b>Location</b>	HO, Mumbai. (Should be open for traveling to project locations as required)
<b>Duties &amp; Responsibilities</b>			
<ul style="list-style-type: none"><li>• Develop a total project budget at an early stage of the project and keep updating the same based on design development.</li><li>• Analyze project requirements and drawings to verify the scope.</li><li>• Prepare soft cost budget including all consultants.</li><li>• Allocate sufficient contingency and cost escalation.</li><li>• Determine and analyze cash flow requirements.</li><li>• Oversee value-engineering and improvements in cost and schedule.</li><li>• Implement ongoing controls for real-time tracking of cost impacts.</li><li>• Identify, analyze and develop responses to commercial risks.</li><li>• MIS</li><li>• Reviewing construction plans and preparing quantity requirements.</li><li>• Documenting any changes in design and updating budgets.</li><li>• Preparing and reviewing calculation of quantities based on drawings received from the Cost consultant and architects.</li><li>• Co-ordinating with regional counterparts and cost consultants.</li><li>• Reviewing cost estimates at different stages of project.</li><li>• Analysis of drawings from Structural consultants, Architects and MEP consultants to check against established design efficiency ratio, engineering benchmarks and avenues of value engineering.</li><li>• Preparation and monitoring of budget and budget updating</li><li>• Forecasting of costs till completion.</li><li>• Cost benchmarking for pan India projects and establishing best practices for adoption.</li><li>• Make and review budget for various projects and monitor those budgets to ensure no over runs at various stages.</li><li>• Cost monitoring budget v/s actual</li><li>• Prepare Cost to complete budgets for projects &amp; get approval from management.</li><li>• Maintain project cost database.</li><li>• Identifies processes/procedures in own work area that need improvement.</li><li>• Recommends process improvement ideas to streamline efficiency/costs/productivity.</li><li>• Initiates process improvement activities in own work area.</li><li>• Eye for absorbing advanced techniques / technology in construction processes suitable with business requirements.</li><li>• Knowledge of the basics of SAP PS module.</li><li>• Establishing and maintaining professional relationships with external and internal stakeholders.</li><li>• Traveling from the office to various sites as required.</li><li>• Strong analytical and critical thinking skills.</li><li>• Sound knowledge of construction.</li><li>• Excellent interpersonal skills.</li><li>• Ability to organize, plan, and strategize.</li></ul>			

Specifications (Skills & Competencies)			
Experience			
Qualification	B.Tech in Civil engineering. NICMAR or Post Graduation will be an added advantage	Overall Experience	10-12 years
Type of industry	Real estate / Construction / Retail / FEC / Hospitality / Projects	Essential Experience	Minimum 6 years of relevant experience