



## Trainee - Quantity Surveying

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### Responsibilities:

- Cost estimation, cost control and budgeting, material procurement, contractual claims and subcontractors' claims;
- Liaise with internal / external departments, i.e. architects, consultants, contractors and clients to ensure a smooth execution of projects;
- Review documentations and identify value variations, subcontract payments and preparation of sub-contract liabilities;
- Ensure correspondence and record in connection with the contractual agreement;
- Assist project management team to handle contractual related issues;
- Handle any ad-hoc projects as assigned.

### Requirements:

- Diploma or above in Quantity Surveying or related discipline;
- Good command of written and spoken English and Cantonese;
- Strong sense of responsibility, self-motivated and able to work independently as well as a good team player;
- Strong analytical and interpersonal skills, able to tackle problems in a positive way and work under pressure;
- More experience will be considered as Assistant Quantity Surveyor.

We offer good career prospects and competitive remuneration packages to the right candidate. Interested parties please send your full resume with expected salary, date of availability and quote the position and reference number to [hr\\_recruitment@wanchung.com](mailto:hr_recruitment@wanchung.com) or Human Resources Department - Unit No. 1-2, 7/F, Lai Cheong Factory Building, 479-479A Castle Peak Road, Kowloon.

All personal data provided by applicants will be treated in strict confidence and used for employment-related purpose only.