

Costing Manager

bbf: is one of the leading and fastest growing companies in the property market in Cyprus and Greece, offering its clients such services, as property sales, rentals, management, construction, and other related services. Currently, **bbf:** is enlarging its internal staff, and we are looking for a **Costing Manager** to join our Construction team in Limassol, Cyprus.

Main tasks and responsibilities:

- Oversee and manage the project cost estimation process, including the preparation of Monthly Cost Reports.
- Monitor and forecast project costs to ensure compliance with budgets and timelines.
- Collaborate with Project Managers and Engineers to ensure cost-effective project delivery.
- Conduct risk analysis and identify potential cost-saving opportunities.
- Prepare cost estimates for labor, materials, equipment, and other project-related expenses.
- Provide regular cost reports and updates to Senior Management and Project Teams.
- Prepare and submit competitive offers for project tenders to secure new contracts.
- Develop comprehensive tender packages for subcontractors, including detailed scope of work and technical specifications.
- Evaluate subcontractor bids to ensure alignment with project specifications, budget, and timelines.
- Conduct negotiations with subcontractors to achieve the best possible pricing and contractual terms.
- Analyze subcontractor proposals and recommend the most cost-effective solutions to senior management.
- Collaborate with procurement and project teams to ensure subcontractor services are seamlessly integrated into the overall project plan and objectives.

Requirements for the position:

- Bachelor's degree in Civil Engineering

- Proven work experience as Civil Engineer of at least 5 years
- Native Greek. Fluent in English language.
- Demonstrated organizational skills
- Sufficient knowledge of construction procedures and project management principles
- Advanced interpersonal and communication skills
- Ability to meet deadlines and work under pressure
- Strong computer skills - MS Office, AutoCad, MS Project

We offer:

- Young, dynamic, and friendly working environment.
- Provision of 13th salary
- Competitive compensation package
- Career perspectives within a fast growing business environment

At **bbf**., our **values** shape everything we do.

We are **sharp** in our thinking, **creative** in our approach, and **emotionally intelligent** in how we connect with others. Our team is known for being **reliable** and consistently **energetic**, bringing passion and precision to every project.

These values guide our culture, drive our decisions, and define what it means to be part of **bbf**..

Kindly use the following link to apply:

<https://bbf.bamboohr.com/careers/313?source=aWQ9NjM%3D>