



Commercial Estimator at SQS Ltd

Scratchwood depot & office
Stanmore Quality Services Ltd
Scratchwood Quarry
London Gateway Service Area
M1 Motorway
LONDON
NW7 3BP

Overall purpose of the job:

To identify, pursue, and secure new business opportunities in workstreams and disciplines outside our existing client base. This includes building and maintaining strong relationships with potential clients, engaging subcontractors, compiling competitive quotes, managing the PQQ process, and delivering commercial and financial oversight from bid submission to project close-out.

The role will combine estimating expertise with business development skills to drive sustainable growth and maximise commercial performance.

Key Responsibilities:

Business Development and Client Engagement

- Proactively identify and chase new business leads across utilities, civil engineering, reinstatement, and related sectors.
- Develop relationships with potential clients, consultants, and partners to secure new workstreams beyond current client portfolios.
- Manage the PQQ process, including coordination of supporting documentation and submissions.
- Attend networking events, industry forums, and client meetings to promote the company.

Estimating and Tender Management

- Price and submit tenders for projects, maintaining a win/loss tracker and lessons-learned log.
- Undertake site visits to assess activity, site-specific risks, and meet with potential clients and subcontractors.
- Develop robust estimating tools and strategies to manage pricing risks and improve accuracy.
- Prepare and deliver clear tender handovers to operational teams, ensuring full understanding of the bid.

Sub-Contractor and Supply Chain Engagement

- Source, evaluate, and engage subcontractors and suppliers to obtain competitive pricing and capability for tender submissions.



- Build strong working relationships with supply chain partners to ensure quality and reliability.

Commercial and Financial Reporting

- Produce and submit invoices accurately and in a timely manner.
- Prepare and present monthly/weekly CVR (Cost Value Reconciliation) reports and profit statements.
- Provide commercial support to contract managers and junior commercial staff.
- Monitor and forecast cashflow, including variance analysis with supporting narrative.
- Ensure all variations are agreed in a timely manner to protect commercial position.