

Enterprise

maintaining the infrastructure of the UK

A DAY IN THE LIFE OF AN ENTERPRISE GRADUATE

Background

NAME:

Abdul Razliq Shalkh

JOB TITLE:

Trainee Site Manager

**PREVIOUS SKILLS /
QUALIFICATIONS:**

**1st class degree in
Commercial Management at
Leeds Metropolitan**

YEAR JOINED:

2006



Typical Day

I enjoy Monday Mornings, not something you hear very often but it's my opportunity to go out on site with a subcontractor and liaise with them regarding project measures, payment and contra charges.

I enjoy the real contact I have with these people and resolving issues on their behalf. This experience allows me to experience first hand the issues we have to manage in the office.

This is usually followed by a visit to our depot to meet with our operational staff.

Since passing my Safety Network Certificate I have had the opportunity to look at the operational aspects of the business. My responsibilities include managing and reporting on the direct teams and liaising with them to resolve issues. This allows me valuable time to discuss issues that need to be put into the profit/loss report which is sent to my superiors later on in the week.

Usually I spend up till lunch in discussion with the operations staff, but today I have a meeting to attend with representatives of the commercial department, operational staff and senior planners & estimators.

This meeting is with the Highways Authority to discuss a Gas main diversion project that is proposed to take place. There are many issues involved in this meeting and it is always an interesting challenge to attempt to achieve a concurrence of opinion, especially when so many strong views are held from all sides.

A quick stop for lunch at a sandwich shop and I'm back in the office, I check my emails which have usually built up after the weekend and Monday morning.



This is followed by a quick discussion with my Team manager to highlight any issues that have arisen over the weekend and the plan of action for the week. I take the opportunity to relay any concerns I have picked up on my morning out of the office.

It is my responsibility to respond to requests from subcontractors with regards to payments and planning new work. This is an important role as it provides the DSP's with the correct supply of work and ensures correct payment to ensure cash flows are maintained.

I am one of the fortunate ones in the office who has operational experience, so there are always requests and advice that can resolve an issue for one of my team members.

By 5 o'clock I am on my way to a Gas Association meeting for a talk on the new traffic management act and how it is going to effect utilities contractors, I look forward to these free seminars as it expands your base of knowledge and the free buffet always goes down a treat.

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