

CONTRACTS SUPPORT MANAGER – MANCHESTER

As a Contracts Support Manager reporting to the Regional Manager (Manchester & Leeds) you will be assigned a portfolio of contracts with specific responsibility for Resource management (recruitment, service delivery, staff welfare) and Direct Costs in respect of those contracts. You will also be required to work as part of the Manchester operations team to support other contracts in the absence of colleagues and to provide operational input to the sales process.

This interesting and challenging opportunity offers financial and personal responsibility for all aspects of service delivery involving regular contact with both staff and customer. This position will require you on occasion to work nights and weekends to meet the needs of the business.

The successful candidate will therefore;

- need to be flexible and self motivated
- be aware of the need to follow procedures
- have a strong customer service approach
- have a good understanding of accounts
- have a clean driving licence
- hold a valid SIA security licence

If you wish to apply for this position you should be able to demonstrate that you have a good level of computer skill, literacy and numeracy as the job involves document preparation and financial responsibility. An awareness of relevant employment and health & safety obligations would also be beneficial.

To apply for this position or for an informal discussion of this opportunity, send your CV and reasons why you feel you meet the criteria we are looking for to: Mr J Doggett, Regional Manager, Legion Group plc, Wellington House, Wellington Road, Eccles, Manchester M30 0DR

Or e-mail: john.doggett@legiongroup.co.uk

Closing date for applications: **Friday 9th May 2008**

Join Legion Group plc and enjoy the benefits of working for one of the UK's leading security service providers.

We are an Equal Opportunities Employer