



## **TRAINEE BUYER VACANCY**

### **About Rooff**

We are a family run construction company based in East London with an impressive track record stretching back one hundred years.

Management and staff work together as a team, committed to the highest standards in design, build quality and client services. The skills, flexibility and professionalism demonstrated by Rooff have won the company wide respect in the construction industry.

### **Opportunity Available**

We currently have a vacancy for a **Trainee Buyer** to work within our Head Office in the buying department at Barking. The job role will cover all aspects of purchasing materials for construction projects and the sourcing and procurement of specialist works sub-contractors. The role will include talking daily with our Site Manager and receiving material requisitions for sourcing suppliers and placing orders

The successful candidate will be offered a formal apprenticeship and after a qualifying period be required to attend College on a day release programme, to complete a BTEC Level 3 and 4 Construction and the Built Environment course (four year term). This is a fantastic opportunity for a local person to be trained to the highest level with a reputable company.

### **Skills Required**

Candidates will ideally be school leavers or already attending college and must have a minimum of four GCSE graded 4 and above including Maths and English, be confident, reliable, hard working, punctual and reliable. They must have good communication skills, an understanding of excel and have a genuine interest in construction.

### **Salary & Working Hours**

**Starting salary will be discussed at interview**  
**Working hours 8am – 5pm Monday to Friday**  
**Holiday entitlement 26 days p.a**  
**Office Based**

### **How to Apply**

By email, attaching your CV to [jclaisse@rooff.co.uk](mailto:jclaisse@rooff.co.uk)



Rooff Construction Ltd, The Granary, 80 Abbey Road, Barking, London IG11 7BT

Rooff is an Equal Opportunities Employer.

Further information on Rooff and the type of projects we carry out can be found on our website  
[www.rooff.co.uk](http://www.rooff.co.uk)