

# POSITION DESCRIPTION – JUNIOR QUANTITY SURVEYOR (Cadet/Intern)

## About Us

DCWC is one of Australia's leading providers of independent cost and project management services. We are looking for a student studying a construction management-related degree to join our Victorian team as a Junior Quantity Surveyor/Cost Manager.

## The Opportunity

DCWC is dedicated to developing tomorrow's leaders. We embrace emerging leaders, and that begins with a comprehensive internship for students currently undertaking tertiary education. Our intern program is suited to those seeking a long-term, exciting and fulfilling career in Quantity Surveying and Cost Management.

The purpose of this role is to provide quantity surveying and other associated services to Directors, Associate Directors and Quantity Surveyors on various built environment projects as directed. Key responsibilities include:

- Measurement of quantities in assisting the preparation of preliminary estimates, cost plans and bills of quantities
- Assistance with contract administration services
- Provide assistance to the team on any post-contract work
- Support preparation of post-contract certificates, tax depreciation schedules and bank reports
- Quality Assurance documentation support

We are currently working on some of Victoria's largest projects, including the Australian Institute for Infectious Diseases (AIID), New Melton Hospital, Frankston Hospital, the Nyaal Banyul Geelong Convention and Event Centre, the recently completed Footscray Hospital and many more projects.

## Program Benefits

- Work with leading professionals in the construction industry
- Gain experience on some of Australia's most innovative projects, across a variety of sectors
- Mentoring from a dedicated, senior supervisor
- Flexible working arrangements, suitable for balancing work and study
- Opportunities for full-time employment upon completing your degree
- Exposure to a diverse and inclusive work environment

## Employee Health and Wellbeing Programs

We collaborate with various third-party providers to assist our team facing work and personal challenges. This includes our Employee Assistance Program, as well as team bonding, social, and wellbeing events held throughout the year.

## Industry and Membership Associations

DCWC partners with a range of industry associations catering to professional career growth, such as the [Australian Institute of Quantity Surveyors \(AQIS\)](#), [Property Council of Australia](#), [National](#)

[Association of Women in Construction](#) (NAWIC) and the [Australian Airport Association](#). We are also proud members of [Supply Nation](#), demonstrating our commitment to Aboriginal and Torres Strait Islanders procurement practices.

We support a range of educational, medical research, and low-socioeconomic programs through donations, scholarships and volunteering.

## Application Details

Applicants must be enrolled in a recognised tertiary course in Construction, and can be in any year of study, from first through to final year. This is an ongoing casual role; the hours worked can be tailored to your study load, semester breaks and other personal commitments. Once studies are completed, we invite our interns to become full-time, permanent employees.

For queries about the role, please email our team at [DCWC.VicQS@dcwc.com.au](mailto:DCWC.VicQS@dcwc.com.au). All inquiries will be treated with strict confidence.

To apply, please email a short cover letter, addressed to Steve Johnson, Executive Director of Quantity Surveying, along with your CV to: [DCWC.VicQS@dcwc.com.au](mailto:DCWC.VicQS@dcwc.com.au). Applications close 9.00am Monday, 9th February 2026. Please do not delay in applying, as we will be actively shortlisting and interviewing as applications come in.

At DCWC, we are an equal opportunity employer and recognise that diversity in our workforce fosters a variety of perspectives and innovation. Therefore, we invite First Nations individuals, members of the LGBTQIA+ community, women, people of all ages, those with disabilities, and individuals from culturally and linguistically diverse backgrounds to join us.