

Title: PROJECT MANAGER

Purpose of the Role: Successfully deliver the objectives and goals of the project sponsor and their stakeholders through maximising the efficient use of the project resources assigned to you.

Line Manager: Reporting to the Operations Director, who will provide the necessary support and guidance for you to succeed.

Overview of Responsibilities:

- Operate as the project leader from pre-construction, through delivery and to project close out.
- Keep the business fully updated with progress and performance through regular and monthly formal reporting.
- Assist the Operations Director with the preparation of fee proposals.
- Nurture and develop existing business relationships with key clients, associates and their suppliers.
- Create and sustain a culture and working environment that drives employee satisfaction.
- Ensure the necessary preparation of contract documents,
- Ensure the performance of risk, value management and cost control meet both the Client's and the business objectives
- Operate as an advocate of Safety, Health and the Environment by ensuring that impeccable standards are employed on projects under your control
- Ensure that all the required statutory and regulatory conditions are being met.

Skills Required:

- Strong commercial awareness and excellent technical skills with a willingness to share knowledge and experience with others. Continually keeps updated on industry changes, modern methods of build, developments and sustainable construction.
- Excellent written and verbal communication skills which facilitate positive and professional relationships with colleagues, clients and key project stakeholders;
- Client focused with the ability to meet, and exceed, client expectations.

Qualifications Required:

- Ideally APM status and with at least 5 years post qualification experience within a consultancy practice or as a Main Contractor.