

Job Description



Role Title: Project Manager

Reporting to: Program Lead

Role Purpose

To lead the project delivery and manage the customer account(s). Responsibility for the governance of all project-related technical, operational, and commercial activities across a wide variety of de-carbonisation projects.

Key Responsibilities

- You will keep abreast of the latest management and governance techniques.
- You will liaise with commercial teams to report and coordinate account management activities.
- Manages project scope, risk, communication, and reporting activities from project inception through launch.
- Establish strong customer relationships.
- Single point of contact to the customer for all areas of the business and assembling the correct expertise within the business with the help of your peers.
- Responsible for implementation and communication of action plans, project issues and change control to meet the project objectives and deliverables.
- Support internal operating system processes and procedures for project teams.
- Project Scope Management – Lead development, management, and confirmation of customer requirements including Voice of Customer (VoC) and Project variation requests.
- Program Cost Management – Ensure projects meet profit targets and operates within the agreed budget framework.
- You will ensure the group's core strategies, processes and approach is followed through the development of the program.
- You will support the growth of the project team and support development of the group's capabilities.
- Support new business opportunities through project leadership, preparation of planning and commercial documentation, client meetings and promotional activities where appropriate.
- Ensures Environmental Health & Safety policy is always adhered to.
- Promotes Environmental Health & Safety awareness.
- Responsible for adhering to EHS procedures & policies to ensure compliance.

Qualifications, Experience and Skills Required

- Ability to think innovatively, freely and outside the box to come up with new & novel strategic offerings for new markets and product.
- Be able to consider the operational, technical, and commercial impact of all strategic offerings.
- Have a system-based mindset and able to consider the holistic picture, but also step into the detail as and when required.
- Relevant industry experience to support a project management role.
- To have an excellent understanding of engineering and process-oriented practices.
- Direct experience of working within an NPI framework
- Experience of ASPICE and/or similar waterfall methodologies
- Proven track record in the effective delivery of project objectives to quality targets and milestones.
- Experience working on or managing electrification projects and their sub-systems.
- A degree or similar qualification in an engineering, business management or project management discipline.
- Hold an industry recognised qualification (or actively working towards) in project management.

Preferred

- Experience in compliance management with regulations and external standards.
- A history of interfacing with external parties (e.g. customers or suppliers) for technical and commercial reviews.
- Familiar with safety analysis techniques (e.g. FMEA, FTA, HARA etc.) and the effort involved with the application of safety standards.
- Understanding of model-based systems and software development and its benefits.
- Cross-business knowledge and understanding of business wide responsibilities.
- Demonstratable account management experience.
- Demonstratable task and risk management experience.

System or Knowledge

- Advanced capabilities in Microsoft Office and applications.
- Experience of Business Management Systems including ISO9001.
- Familiar with delivering projects to APQP requirements.
- Familiarity with ASPICE or similar waterfall frameworks
- Familiarity with SharePoint, Confluence and JIRA

Personal Attributes

- Proven project leadership skills. Outgoing, confident, and articulate.
- Self-motivated, creative, and adaptive team player.
- Willingness to take on roles, responsibilities and challenges required to achieve company goals and objectives, including carrying out tasks directly where required.
- Excellent problem solving and analytical skills.
- Able to Prioritize and organize project workloads, schedules, and tasks.
- Strong presentation, report writing & communication skills.

Location and Travel

- You must be eligible to work in the UK and have no restrictions for world-wide travel.
- This role is based at our Head Office in the UK, with flexibility for remote working.
- Working hours are 0900 to 1700, including 30-minute paid break 5 days a week, however frequent travel is expected, and flexible working patterns are essential to the role.