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**Job Announcement #3803**

**PROJECT MANAGER**

The Project Manager is accountable for the planning and execution of the project to achieve the client’s project objectives. This includes developing, leading and motivating the project team and championing high quality delivery and promoting a focus on health and safety. This role is responsible for leading the delivery of high value and/or complex projects involving multidisciplinary teams.

**Key responsibilities**

* Preparing and maintaining definitions of the requirements of complex projects
* Developing the plans and strategies to successfully delivery the project objectives.
* Selecting, developing and managing the project team.
Identifying, addressing and resolving differences between individuals and/or interest groups.
* Empowering and inspiring others to deliver successful projects.
* Agreeing contracts for the provision of goods and/or services, monitoring compliance and managing variances.
* Establishing and maintaining governance arrangements for the delivery of projects, defining clear roles, responsibilities and accountabilities, that align with organizational practice.
* Engaging with stakeholders, taking account of their levels of influence and particular interests.
* Preparing, gaining approval of, refining and updating business cases that justify the initiation and/or continuation of projects in terms of benefits, costs and risks.

**Skills / Qualifications**
Essential

* Proven track record in the successful delivery of infrastructure projects from initiation to completion.
* Development of project requirements and plans for the delivery of project objectives.
* Experience in contract preparation and procurement of service providers, in particular design and technical services and construction contracts.
Experience in the administration of professional services and construction contracts, contract change and valuation of payments.
* Experience in the development of integrated project baselines and tracking / controlling performance to achieve delivery of projects to time and within budget.
* Experience in the development of project business case and the evaluation of options to satisfy project requirements.
* Knowledge of approaches to determining the best means of satisfying requirements within the context of project objectives and constraints i.e. developing solutions.
* Techniques for the Preparation and maintenance of schedules for project activities and events, taking account of dependencies and resource requirements
* Development and agreeing budgets for projects and controlling forecast and actual costs against them.
Identification and monitoring of project risks (threats and opportunities), planning and implementing responses to them and responding to other issues that affect projects
* Developing, maintaining and applying quality management processes for project activities and outputs
* Consolidating and documenting the fundamental components of projects (scope, schedule, resource requirements, budgets, risks, opportunities and issues, and quality requirements)
* Identifying and/or developing frameworks and methodologies that ensure management of projects will be comprehensive and consistent across different initiatives
* Establishing and managing reviews at appropriate points during and after projects, which will inform governance of projects by providing evaluations of progress, methodologies and continuing relevance
* Establishing, and implementing where necessary, protocols to change the scope of projects, updating configuration documents as required.

**Desirable**

* Knowledge of value management and value engineering techniques
Experience of management of transition of infrastructure into operation
* Knowledge of the application of quality management systems to projects
* Experience of management of technical queries and defects during the construction phase
* Knowledge of processes for commissioning of assets prior to use in operation.
* Management Skills, Knowledge and Experience
Essential
* Proven experience of motivating people involved in the project, understanding strengths and weaknesses to achieve a high performing team.
* Experience leading projects from inception to completion
* Confident communicator and influencer of stakeholders
* Experience of leading complex infrastructure projects in one or more infrastructure sectors including; energy, waste, transportation, defense, water and buildings
* Strategic thinker and ability to solve complex problems
* Experience of providing consultancy services to clients including client relationship development, bidding, commercial management and conflict resolution.
* Understanding of operational management of infrastructure asset organizations
* Experience in preparing bids for professional services
* Commercial management of services to clients
* Staff recruitment and selection
* Staff performance management
* Demonstrable experience as active participant in professional bodies
* Qualifications and accreditations
* **Essential
Degree level or equivalent in an engineering, building, quantity surveying, science or business subject
Membership of appropriate professional institution
Desirable
Post graduate qualification appropriate to infrastructure project management
Project Management qualification, for example PRINCE2, APM PMQ (APMP) or RPP
Membership of Association for Project Management or Project Management Institute**