



Senior Project Manager

Location
Chertsey

Status
Permanent

Hours
37.5

Job Purpose

The Senior Project Manager is responsible for ensuring a large project or multiple smaller projects within the Company's portfolio are managed to deliver on time, to budget, within scope and to the required quality and safety standards.

The Senior Project Manager will report to the Head of Programmes and is supported by a System Design Authority and their project team.

Reporting to: Head of Programmes

Candidate Requirements

- To be the prime point of contact with the Customer and the only channel through which changes to the Contract can be agreed.
- Ensure that the project/s is managed day-to-day in an efficient manner in accordance with the Company Manual and the project planning documentation.
- Ability to develop a realistic programme, which aligns with the declared lifecycle model, to achieve the deliverables. Implement the plan, throughout the lifetime of the project, ensuring that progress is maintained in line with the objectives.
- Report progress and financial status to the Head of Programmes and Project Controller on a monthly basis and attend all necessary Management Meetings.
- To assess, review and actively manage risk.
- Be responsible for the day to day management of the team, perform the appraisals of team members, setting objectives and monitoring their progress throughout the year.
- To assist the Marketing Department in the preparation and review of bids.
- Ability to foster working relationships with customers and pursue marketing opportunities profitable to the Company.
- To perform any additional tasks as required to meet the business objectives and goals of the business.
- Support the selection of key suppliers to the project ensuring clear requirements and milestones are provided.

Essential Qualifications and Skills

- Ability to multitask and prioritise work across multiple projects
- Good communication skills and with the ability to communicate with all levels of stakeholders



- A team player who is action orientated and who can deal with ambiguity
- Competent user of Microsoft Project and Excel
- UK National and ability to obtain security clearance
- Full driving license

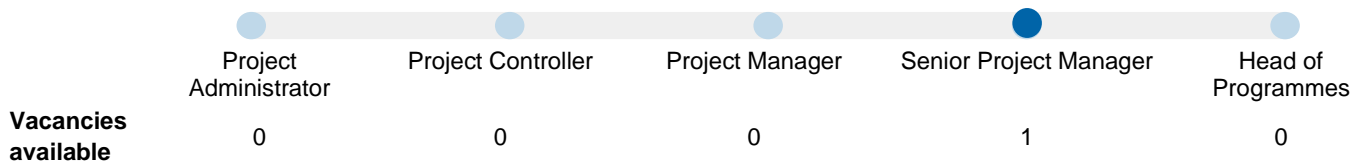
Desirable Qualification and Skills

- Holds a recognised Project Management qualification such as APM PMQ or its equivalent
- Knowledge of the IT Defence Industry and Project Development Lifecycle
- Understanding of Risk Tools and Earned Value Management & Analysis.

Salary:

Negotiable depending on role and experience.

Vacancies Available within Function



Contact

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Please email your CV and covering letter to careers@drumgrange.com

Website
www.drumgrange.com

Vacancy Number
P0088C