



Job Specification

For: Project Manager

Ref: VR/01247

Job Description

Location: London [UK-wide travel applicable]

Type: Full-time

Job Overview:

We are seeking someone with an engineering background and an understanding of construction. Good organisational management skills and being able to plan and manage projects are a must. The successful candidate will provide guidance, technical support, and leadership on complex projects working as part of the team. This role requires a strong blend of technical expertise, project management skills, and leadership abilities.

Responsibilities:

Project Leadership:

- Lead and manage projects from inception to completion.
- Develop project scopes, schedules, and budgets, ensuring adherence to timelines and resource allocation.
- Manage contracts.

Client Relationship Management:

- Help manage and support strong relationships with clients, understanding their needs and delivering solutions that exceed expectations.
- Act as a point of contact for client inquiries, updates, and project progress reports.

Team Collaboration:

- Foster a collaborative environment within the team and our professional and construction network.

Regulatory Compliance:

- Stay current with building codes, regulations, and industry standards to ensure compliance in all projects.

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- Offer insights into evolving industry trends and innovative practices throughout conversations with clients and through thought-leadership pieces.

Business Development:

- Contribute to business growth by identifying new opportunities, potential clients, and strategic partnerships.
- Participate in proposal writing, presentations, and client pitches.

Qualifications and Skills:

- Knowledge of building regulations, construction techniques, and industry best practices - these can be learnt on the job.
- Excellent project management skills, including the ability to prioritize tasks and manage multiple projects concurrently.
- Ability to work both collaboratively and individually.
- Strong interpersonal and communication skills, both written and verbal.
- Leadership qualities with a knack for motivating and developing team members.
- Business acumen and an aptitude for identifying growth opportunities.
- A valid driver's licence and the ability to travel to project sites as required.

Remuneration:

We offer a competitive salary commensurate with experience and qualifications, along with benefits such as:

- Discretionary bonus
- Private health insurance
- Generous pension
- 25 days holiday with an additional day added for every year of consecutive service up to a maximum of 30 days.
- Opportunities for rapid progression
- The ability to shape the benefits package and have a real input into a growing company.

Compiled by : **Fiona Louch**
Compiled on : **10/16/23**

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