

JOB DESCRIPTION

Project Manager

Overview (About us)

From the seabed floor to the edge of space, we specialise in designing and producing custom battery packs to deliver state-of-the-art power solutions for harsh environments to the aerospace, defence, energy, medical, and industrial sectors and for autonomous, robotic, and subsea applications.

Custom Power products ensure that vital technology operates consistently, reliably, and above all safely, around the clock.

From the first day of your employment with us, you will be part of an organisation that strives every day to make your work rewarding and cares for your safety and wellbeing.

Summary Details

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| Job Type: | Site based |
| Job Title: | Project Manager |
| Location: | Newcastle, with some hybrid flexibility |
| Hours: | 38 hours per week, Monday - Friday |
| Salary Package: | Competitive |
| Benefits | <p>26 days holiday plus bank holidays, increasing to 29 days with long service.</p> <p>Discretionary Bonus once a year.</p> <p>Salary Sacrifice Pension.</p> <p>4 x Salary Death in Service payment.</p> <p>Access to Westfield Healthcare scheme, including:</p> <ul style="list-style-type: none"> • Corporate Healthcare Plan • Employee Assistance program • Wellbeing App • Discount scheme <p>Cycle to Work Scheme.</p> <p>Eligible for enrolment in Employee Share Scheme after 12 months service.</p> |
| Qualifications | PRINCE2 at Practitioner level |

The type of person we are looking for (About You)

The successful candidate will:

- Be qualified and experienced working with PRINCE2 at Practitioner level
- Be proficient in the use of MS Project
- Have excellent communication and diplomacy skills with a strong ability to persuade and influence client and stakeholder relationships.
- Evidence a demonstrable record of resolving issues that threatened to delay or seriously disrupt the project goals (resource, budget or stakeholder in nature).
- Have extensive experience of leading projects
- Be able to work effectively and inclusively with a range of people.
- Be determined and resourceful and driven to deliver the best results for the business.
- Be driven to ensure that tasks are completed thoroughly and within deadlines.
- Be eager to learn new skills and seek development opportunities in the course of your employment.

The Role (What you'll be doing)

This role encompasses the following responsibilities:

- Deliver all projects in line with the Project Management department best practice methodology (managing risk, governance, quality assurance, issue resolution, reporting)
- Setting up and management of the wider project team involving additional project management resource, internal technical resource, 3rd party suppliers, account team members and client stakeholders.
- Produce detailed project plans and manage interdependencies with other work package.
- To take full responsibility for the management of the wider project team assigned to the project.
- Serve as primary contact for engineering team members requiring support from the business.
- Ensure strict commercial change control to manage deviations.
- Apply relationship management skills and to be able to build and own client and stakeholder relationships at senior level.
- Management of Third-party suppliers in terms of selection, deliverables, timelines and budgets.
- Adhere to relevant escalation processes to escalate resource issues, delayed project phases, missed deadlines and other planning issues.
- Ensure commercial project milestones are agreed and published and that invoices are raised with reference to these dates and/or on completion of deliverables.
- Manage the expenditure within the project, ensuring all costs are recorded against products and services delivered.

- Create and effectively manage the stakeholder plan at project level, incorporating all project work-streams.
- Interfacing with internal stakeholders across several departments.
- Identify and implement efficiencies and improvements in project delivery methodology.
- Ensure products and services delivered within the project are within time and budget constraints and meet the required level of quality.
- Monitor the project ensuring issues are resolved in a timely manner and the appropriate corrective actions are implemented.
- Review the outcomes of the project to determine any corrective actions that could be taken to improve future programme/project delivery in terms of cost, quality and customer satisfaction.
- Adhere to and promote all company policies including Data Protection, Health, Safety, Quality and Environmental.
- Any other duties as the business may require within your capabilities.

Key Competencies

- Demonstrable experience in the delivery of projects within a complex technical environment or a high-risk resource requirement over an extended period
- Experience in managing deliverables via 3rd party vendors.
- Management of project budgets
- Management of conflicting priorities
- Self-led individual with strong leadership attributes