Role definition

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| Job title: | Design Manager | | |
| Reports to: | Director | | |
| Direct reports: |  | | |
| Business unit: | Baker Hicks Limited | Location: | London/SE |

Summary

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| Graduate Design Manager, with experience in the Aviation sector is required to manage and deliver small to medium design projects for Aviation clients, mainly at Heathrow, with a requirement to on occasion work out of Gatwick Airport.  Ideally, not esstential the candidate will have had exposure in delivering/supporting the delivery of a varied number of airport projects including baggage handling, screening, airport civils works and terminal operations.  Reporting to the Aviation sector director, the candidate will be required to work independently, while having support and development input. They will need have an approachable personaility, to form relationships with Clients, delivering a focal point for the projects communication. |

Key objectives

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| Design manage communications upstream to the Client, and downstream to the team  Design manage documentation to support the delivery of designs  Run where appropriate small design bids, and support medium and large bids  Design manage design teams and achieve technically correct designs on programme, and cost  Understand and have an awareness to commercial pressures, and act upon directed instruction to raise commercial contractual documents  Support the growth of BakerHicks at Heathrow and supporting local airports whee approproiate  To manage internal and external clients successfully |

Principal responsibilities and accountabilities

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| The candidate will be expected to carry out the following functions:  Primary:   * To deliver small to medium multi-disciplinary design projects for clients ensuring excellent technical delivery against the brief according to the Baker Hicks Integrated Management System (IMS) * To manage and co-ordinate internal design resource, facilitate design meetings with both internal and external designers * To monitor delivery against the brief and produce design reports, design programmes, deliverables registers, reporting to the client to ensure project is under control. * Act as enquiry manager for bids involving review of scope with client, forming the brief, mobilising and engaging with Baker Hicks design/enquiry teams and delivering winning bids * To ensure commercial control over design projects involving setting of project budgets, allocating fee targets, monitoring fee spend, carrying out change control with client and liaising with internal commercial teams to deliver agreed margins on projects   Support functions:   * To act as key interface with clients on allocated projects, understanding and seeking out opportunities and ensuring that Baker Hicks are well placed to deliver. * Deveop to be accountable for high levels of performance for our clients in terms of design, buildability, CDM, sustainability and best value. * Support the positive culture / Client happy results for repeat business |
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Person specification

Qualifications and training

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| Relevant degree in a design/construction discipline or proven relevant design management knowledge/exerience  NEC contract knowledge is preferable, however not essential  Understanding of 2015 CDM regulations  Understanding of project programming (MS Project/Primavera)  Understanding and experience of Project Management  Understanding of M&E and civil/structural/architectural design and installations |

Technical skills and experience

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| Experience in aviation environments (baggage, screening, terminal operations, airfield)  Good design management skills  Excellent communication skills  Good interpersonal/social skills  Self ownership of owning risk/responsibility of actions |