## Senior Project Manager

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| **Generic title** | Senior Manager - 1 |
| **General Description** | Under the direction of a Director, this Senior Manager will manage a significant function within a business unit, a large number of managers or a significant income stream. Managed activity will be of a larger scope and complexity.In operations they will manage large scale or complicated multidisciplinary construction schemes or sites and their associated activities from conception through to completion, delivering work that meets project requirements, customer satisfaction and in accordance with Morgan Sindall standards. The will play a major role in delivering the company’s value set and philosophy.In commercial they may lead on supply chain management, take responsibility for a line of business or all aspects of pre-construction in their area. |

## Competencies

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| **Achieving Results** | Capacity to set goals for self and othersProactively identifies and pursues new stretching targets and opportunitiesHigh levels of personal drive and commitmentAdds value beyond doing the jobFocuses well on personal development goals |
| **Analytical thinking and decision making**  | Rational and systematic analysis of situation to enable decisions on more varied issuesQuestioning the evidence to evaluate issues |
| **Communication** | Ability to adapt one's style to the message and audience so people understand what you wantConnect with people in all levels of the business |
| **Dealing with change** | See potential of new ideas and situations Takes a pragmatic approach to changeConsiders impact of change on others as well as selfAbility to explain the effects to colleagues |
| **Teamwork** | Create appropriate networks of people internally and externallyBuild opportunities for cooperation with other individuals and teamsCut easily across horizontal and other boundaries, taking a corporate perspectiveUnderstand how teams work and how to lead one |
| **Leadership** | Demonstrate clear and visible leadership, with capacity to absorb responsibility and accountability whilst providing sensitive direction to others Remain effective when the situation is unclear, complicated or pressurised |
| **Managing resources**  | Create a resource plan for an unfamiliar or potentially complex project Manage others to implement effective planning, problem-solving and decision makingUnderstand the resource implications on the business plan |
| **Negotiation**  | Collecting and collating information on the reality of the situation and options open to youKnowing where you standKnowing how to create a positionBuilding a winnable caseAnticipate the needs and concerns of others |
| **People Development**  | Grow a team that is aligned with the business objectivesUnderstand strengths and weaknesses of team members and work with them to good effectUnderstand ambition and manager expectationsUse of a wide range of development tools |

## Role definition

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| **Summary of role**  | Successfully deliver the project to customer satisfaction and in accordance with Morgan Sindall standards. |
| **Responsibilities and accountabilities**  | Manage all aspects of the contract to a satisfactory conclusionLiaise effectively with customers & stakeholdersEnsure a continuously improving health and safety cultureEnsure Perfect Delivery of projectsTake responsibility for the management of a site to appropriate time, cost and quality targets and develop, forecast and monitor performance against these targetsInform or consult with stakeholders and the public as appropriate to facilitate the delivery of the projectEnsure that project costs are rigorously managed and expenditure is recorded accurately at all times Proactively deliver a quality installation to the customers satisfactionDeliver a high level of performance in key areas of health and safety, environment and quality constantly supporting our Perfect Delivery objectivesImplement appropriate Morgan Sindall policies and procedures Manage the project risks and opportunities in line with company proceduresActively promote continuous improvement initiatives (customer and supplier feedback, back to basics, knowledge management)Manage the appropriate costs within the contract parameters ensuring maximum utilisation of resources |
| **Qualifications, training and technical knowledge**  | Educated to degree level or equivalent in relevant fieldChartered membership of a professional institution (desirable)CSCS |
| **Attributes and skills**  | Self-driven, results orientated with a positive outlookGood management skills, with the ability to motivate employees to achieve high standard of complianceExcellent organisational, planning and time management skills; able to manage projects simultaneously without compromising on standards and qualitySound knowledge of the construction industryAbility to ensure standards and specifications are metAbility to work with senior management to set project and operational targetsExcellent negotiation and diplomacy skills and the ability to make a sound business case to senior stakeholders  |