

Senior Project Manager

Generic title	Senior Manager - 1
General Description	<p>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.</p> <p>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.</p> <p>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.</p>

Competencies

Achieving Results	Capacity to set goals for self and others Proactively identifies and pursues new stretching targets and opportunities High levels of personal drive and commitment Adds value beyond doing the job Focuses well on personal development goals
Analytical thinking and decision making	Rational and systematic analysis of situation to enable decisions on more varied issues Questioning the evidence to evaluate issues
Communication	Ability to adapt one's style to the message and audience so people understand what you want Connect with people in all levels of the business
Dealing with change	See potential of new ideas and situations Takes a pragmatic approach to change Considers impact of change on others as well as self Ability to explain the effects to colleagues
Teamwork	Create appropriate networks of people internally and externally Build opportunities for cooperation with other individuals and teams Cut easily across horizontal and other boundaries, taking a corporate perspective Understand 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 making Understand the resource implications on the business plan
Negotiation	Collecting and collating information on the reality of the situation and options open to you Knowing where you stand Knowing how to create a position Building a winnable case Anticipate the needs and concerns of others
People Development	Grow a team that is aligned with the business objectives Understand strengths and weaknesses of team members and work with them to good effect Understand ambition and manager expectations Use of a wide range of development tools

Role definition

Summary of role	Successfully deliver the project to customer satisfaction and in accordance with Morgan Sindall standards.
Responsibilities and accountabilities	<p>Manage all aspects of the contract to a satisfactory conclusion</p> <p>Liaise effectively with customers & stakeholders</p> <p>Ensure a continuously improving health and safety culture</p> <p>Ensure Perfect Delivery of projects</p> <p>Take responsibility for the management of a site to appropriate time, cost and quality targets and develop, forecast and monitor performance against these targets</p> <p>Inform or consult with stakeholders and the public as appropriate to facilitate the delivery of the project</p> <p>Ensure that project costs are rigorously managed and expenditure is recorded accurately at all times</p> <p>Proactively deliver a quality installation to the customers satisfaction</p> <p>Deliver a high level of performance in key areas of health and safety, environment and quality constantly supporting our Perfect Delivery objectives</p> <p>Implement appropriate Morgan Sindall policies and procedures</p> <p>Manage the project risks and opportunities in line with company procedures</p> <p>Actively promote continuous improvement initiatives (customer and supplier feedback, back to basics, knowledge management)</p> <p>Manage the appropriate costs within the contract parameters ensuring maximum utilisation of resources</p>
Qualifications, training and technical knowledge	<p>Educated to degree level or equivalent in relevant field</p> <p>Chartered membership of a professional institution (desirable)</p> <p>CSCS</p>
Attributes and skills	<p>Self-driven, results orientated with a positive outlook</p> <p>Good management skills, with the ability to motivate employees to achieve high standard of compliance</p> <p>Excellent organisational, planning and time management skills; able to manage projects simultaneously without compromising on standards and quality</p> <p>Sound knowledge of the construction industry</p> <p>Ability to ensure standards and specifications are met</p> <p>Ability to work with senior management to set project and operational targets</p> <p>Excellent negotiation and diplomacy skills and the ability to make a sound business case to senior stakeholders</p>