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## **JOB ADVERT**

### **Lead Engineering Project Manager**

### **Competitive Salary**

### **Knutsford, Cheshire**

Stopford are recruiting for Lead Project Manager, to join the Projects Group. The Lead Project Manager is responsible for project management and delivery of all projects within the Group.

Reporting to the Projects Director, the Lead Project Manager shall be responsible for the successful evaluation, planning and execution of a range of projects by building and managing a team of Project Managers and Engineers; developing and ensuring compliance with appropriate processes and procedures and working closely with the Engineering, Procurement and Construction Leads and other group leads to manage the successful delivery of the Groups portfolio of projects.

You will be based at our Knutsford office, with the opportunity for a flexible working schedule that allows for a hybrid and in office presence. There may be occasional travel required to site and client offices. This is a full-time permanent position.

### **Key Responsibilities include:**

- To be accountable for Project results to the Project Director.
- Management of the Project Delivery team.
- Provision of support in the management of project budgets and cost control functions including budgeting, scheduling, change management, estimating, tracking progress, forecasting, and earned value management.
- Support in recruitment of resources (Project Managers, Project Engineers and Project Controllers).
- To develop Group Risk Management procedures and ensure project risks are managed accordingly.
- To clearly communicate expectations to Team member and Stakeholders.
- To act as mediator between Stakeholders and Project Team members, resolve issues and solve problems.
- To track and report on Programme and Project Milestones and progress, provide weekly and monthly reports to Directors.
- To lead, coach and motivate Project Team members on a proactive basis.
- To determine how results shall be measured (KPIs) and complete regular evaluation with Directors to determine how well results were achieved.
- To develop new tools and Best Practices for Project Management and Execution with the Quality Manager and Projects Director.
- To cultivate a culture of continuous improvement, learning and self-development.
- To assist with preparation of estimates, proposals and tenders for new projects.

## Role requirements

You will be able to demonstrate:-

- Educated to a degree level and a Chartered Engineer / Manager.
- Have considerable experience in either, nuclear, oil & gas, petrochemicals, energy or renewable energy industries.
- Have significant experience of working in a design, engineering and construction environment at FEED and PMC / EPC(M) phases of the project.
- An ability to think strategically and develop long range plans, understanding the implication of changes to contract scope.
- An ability to work collaboratively with all engineering, commercial and construction disciplines.
- Experience of managing and building a team of project engineers, suppliers and sub-contractors.
- Knowledge and Experience of Designer, Principal Designer and Principal Contractor Roles under CDM.
- Knowledge and understanding of different forms of Contract (IChemE, NEC, FIDIC etc)
- Experience in working in and managing multi-discipline teams.
- Experience in managing client relationships in a management role.
- Clear and concise communication in both written and verbal form with excellent people management and interpersonal skills
- Good knowledge of Office 365 including One Drive and SharePoint with proficient use of Word and Excel
- Eligible to live and work in the UK.
- Full UK/EEC driving licence.

## Desirable

- APM qualified with ongoing CPD.
- Able to travel overseas for short project visits.

## Benefits

Employment at Stopford brings many benefits including:

- Competitive salary
- Profit related bonus payment (10%)
- Pension (5% employer and 5% employee)
- 25 days holiday plus bank holidays
- Additional day off to celebrate your Birthday
- Private medical insurance (including dental and optical)
- Employee assistance programme
- Free on-site parking
- Reimbursement of professional membership fees
- Long service awards

Please go to our website for a full job description to familiarise yourself with all of the responsibilities, skills and experience required before you apply.

Please note that we do not accept applications from agencies, and you must be eligible to live and work in the UK.

We look forward to receiving your CV for the post of Lead Project Manager.

**Closing date: 4 August 2024**

Stopford reserves the right to bring forward the closing date if we receive a suitable number of quality applications from which to make a shortlist. Therefore, we would recommend that you apply as soon as possible.

Please note that due to the volume of applications we receive we are unfortunately not able to respond to each applicant. If you have not been called for interview within 3 weeks of the closing date, you should assume that on this occasion your application has been unsuccessful.

## Job Description

**Position:** Lead Project Manager

**Group:** Projects

**Location:** Knutsford

### **Ambition**

Our ambition is to lead the way in engineering a sustainable world through the transition to a low carbon economy.

### **Values**

Our values guide the way we carry out our everyday activities to achieve our ambition:

- Responsibility – Committed to ethical and responsible actions
- Innovation – Innovation to create sustainable value
- Unrivalled expertise – Delivering a world class service
- Inclusivity – Working together with mutual respect
- Sustainability – Awareness at every opportunity

### **Description**

Reporting to the Project Group Director, the Lead Project Manager shall be responsible for Project management and delivery of all Projects within the Group. You will be responsible for the successful evaluation, planning and execution of a range of projects by building and managing a team of Project Managers and Engineers; developing and ensuring compliance with appropriate processes and procedures; and working closely with the Engineering, Procurement and Construction Leads and other Group Leads to manage the successful delivery of the Groups portfolio of Projects.

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**Minimum Requirements – Education and Experience**

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**Company Wide Aspects**

- Adhere to Stopford's Business Management System.
- Align with and promote Company Values and Vision

The above is not an exhaustive list of duties and you will be expected to perform different tasks as necessitated by your role within the organisation and the overall business objectives of the organisation.