

Project Manager

Role Purpose: Effectively manage the delivery of low and medium-risk projects, contribute to pre-sales effort and participate in sector resourcing

Line Manager: Senior Project Manager

Direct Reports Senior Developers, Developers

Accountabilities

- Manage the delivery of multiple projects through the full lifecycle on low and medium-risk projects, identifying and managing risks, issues and the project schedule in order to **meet our customers' expectations and to generate repeat business**
- Present a professional approach in customer communications in order to **build strong relationships with customer contacts**
- Effectively manage the project commercials to **ensure sector profitability and growth, and to manage work in progress and aged debt**
- Drive additional value from projects through variations to **improve sector profitability and revenue**
- Effectively manage, motivate and communicate with the project team to **ensure that each member has a clear role and set of responsibilities**
- Provide input to the pre-sales process to **facilitate submission of high-quality, achievable proposals**
- Participate in sector resourcing through recruitment and resource management activity to help **maintain a balanced and flexible resource pool**
- Administer line management of assigned staff, to **maximise their career development potential**

Key relationship

- Delivery Director – internal governance of projects
- Project Team – management of technical project delivery
- Sales – input into bid process
- Customers – successful project delivery
- Suppliers – management of 3rd party delivery
- Shared Services – Finance and HR

Impact

- Successful delivery of assigned projects
- Company's capability & reputation for delivery & technical expertise
- Success of sales bids
- Commercial success of projects

Authority

- Project resourcing and planning
- Prioritising own work and project team tasks
- Impact assessment of variations

Outcomes

Successful delivery of projects measured against timescales, budget and customer satisfaction
Motivated and committed project teams

PM: Competencies

One Amor Competencies

- Being confident (relishing challenges)
- Managing yourself (balancing priorities)
- Commercial awareness (customer focus)
- Leveraging relationships (company networker)
- Delivering results (improving)
- Managing people (facilitating)
- Inspiring others (encouraging & supporting)
- Influencing (persuading)

Functional/professional competencies

- 3 years in a delivery role in a customer facing environment or equivalent
- Experience of working in a structured, quality environment
- Experience of delivering complex IT projects
- Ability to identify and effectively manage risks and issues
- Formal project management qualification (e.g. PRINCE2, MSP)
- Excellent commercial awareness
- Domain expertise in home business sector
- Excellent communication and interpersonal skills