



## Copy for Website

Job Title:	<b>Project, field, construction Manager</b>
Location:	Chester / Warrington
Deadline:	ASAP

### **Key Purpose of the Role**

You will be working as part of a team to deliver fibre networks across the UK including complex connections through the planning, executing and evaluating projects in line with pre-determined timelines and budgets. For externally client driven, the role will include agreeing with the client timelines, changes to the project and reporting requirements and delivering on those requirements at an agreed frequency/regularity.

### **Key Accountabilities**

- Management of technical, business and resourcing projects
- Management of assigned resources as appropriate to the implementation of project related activities
- Prepare and maintain all project documentation such as initiation, delivery plans and budgets
- Develop and maintain project plans and reporting documentation as necessary to ensure timely communication and successful delivery of assigned projects
- Risk and issue identification and management
- Deployment planning, management and transition to live operation
- Ensure deliverables meet required quality standards
- Ensure adequate levels of documentation are produced as part of the technical solution
- Develop and maintain a communications plan and keep the business communities apprised of project plans and related implications.
- Ensure business benefits can be realised or that risks inhibiting realisation are highlighted
- Applying a strong commercial overview of project costs and revenues
- Ensure the 'as-built' documentation is properly completed
- Complete a 'Project Close Down Report' to include the learning.
- Act in accordance with our values and behaviours
- Take active responsibility for your own career development and performance
- Ensure your conduct is within our policies, including but not limited to the Company Handbook and Polices.

## Package Overview

- Competitive salary

## Person Specification Overview

### Experience

- **5 years of Telecoms experience** – including a working knowledge of optical fibre cable installation and splicing

### Knowledge

- Streetworks and associated notice system with a working knowledge of the New Road Street Works Act
- Knowledge of Physical Infrastructure Access (PIA)
- Knowledge of Prince 2 project management methodology
- Knowledge of ISO 9001 and 14001
- Use of Microsoft word, excel and PowerPoint
- Use of Microsoft project professional

### Skills/Abilities & Relevant Competencies

- **Achieving Results** – Be aware of key business objectives, and ensure these are applied appropriately to all business activities
- **Building Relationships** – Able to develop effective relationships with clients and delivery partners
- **Commercial and Business Awareness** – Able to balance the financial, quality, people and customer expectation related risks
- **Customer Focus (internal & external)** – Effective in anticipating and understanding customer expectations and ensure customer requirements are met and expectations appropriately managed
- **Communication** – Effective communication skills suitable for the management of both on a one to one and one to many basis. Demonstrate effective communication, both orally and in writing
- **Planning and Organising** – Effective at determining a course of action by breaking it down into smaller steps and by planning and resourcing each of these, making allowance for potential problems
- **Teamwork** – Effective in contributing effectively towards the objectives of a team, and be able to share knowledge, ideas and information
- **Problem Solving and Decision Making** – Able to solve problems in a measured and creative way
- **Innovation, Flexibility and Adaptability** – Undertake tasks with a positive attitude and respond well to management and client requests
- **Reporting** – Summarise the project progress to external clients and internal and complete project close down reporting