

## JOB DESCRIPTION

JOB INFORMATION	
Job Role:	<b>Yorkshire based, client-side Project Manager</b>
Job Title:	<b>Project Manager</b>
Region	<b>Yorkshire &amp; Central</b>
Site:	<b>Rotherham / Leeds</b>
Working Hours:	<b>37.5 Hours per week</b>

POSITION IN THE ORGANISATION	
Reports to:	<b>Regional Director – Y&amp;C</b>
Responsible for:	<b>Delivery of Remediation and Infrastructure Schemes</b>

OVERALL PURPOSE OF JOB
<p>To lead discrete Delivery Teams and support the wider client team for development proposals involving infrastructure provision and site remediation whilst bringing forward our large scale regeneration development sites for commercial, industrial and residential schemes.</p> <p>Working alongside the Project Managers, Project Directors and Technical Director to support the Yorkshire &amp; Central region on large scale developments to deliver a co-ordinated scheme. The role will lead in finding best value solutions for development schemes ensuring they are effectively evaluated in terms of procurement, value, technical design and the provision of a cost-effective development platform. The role involves provision of information to support the Development Manager for the sale of land and building development projects from the Harworth Group portfolio working effectively to a programme and prioritising work to ensure delays do not occur.</p> <p>The role will also be responsible for supporting on engineering and environmental due diligence on prospective brownfield and greenfield land acquisitions. This may for example, include devising cost-effective development platforms, assisting in the management and coordination of technical solutions for site remediation, serviced plot developments including liaison with external consultants, contractors, project managers and architects as well as statutory/regulatory bodies and Local Authorities.</p>

## GENERAL DESCRIPTION – TASK RELATED

To act as the key point of contact from inception to completion of projects including:

- Client-side Project and Commercial Management for the delivery of infrastructure and remediation to enable residential and commercial building projects covering:
  - Budget establishment, control and cashflow management
  - Production of phased delivery strategies (alongside the DM) contract strategy and management of procurement processes
  - Design team procurement and management
  - Create and maintain Client programme and cost budgets.
  - Identify key regulatory / external approval requirements, constraints and risks associated with project delivery
  - Collation of employer's requirements, managing tender processes, team novation and contract administration
  - Working with diverse project delivery teams both externally and internally, including Director / Board level client interfaces.
  - Project presentations and negotiations with internal and external client bodies.
  - Liaison with internal client bodies in relation to sales contract requirements and discharge of contract/planning requirements
  - Financial and cost management for the engineering/construction aspects of discrete schemes
- Advising internal team members on the technical aspects of wider development proposals including:
  - Engineering details for remediation, buildings and infrastructure
  - Provision of advice and input into masterplanning and planning applications including design details, programming and cost implications
  - Input into land sales including advice on plot abnormalities, programme, procurement and contract requirements, provision of third-party warranties etc
  - Input into construction and land sale contracts in relation to the remediation/servicing of projects
- Undertake the necessary project control requirements including:
  - To report on a regular basis to the Directors on key decisions, programme, procurement, quality and cost issues
  - To manage cashflow for discrete projects on a monthly basis and to report/manage variations
  - To be aware and implement new technologies and techniques into specific projects to ensure that the company meets planning legislation requirements and produce the most appropriate finished product
  - To input into and maintain delivery cost plans
  - To set the procurement strategies for individual projects in the context of the wider development requirements

## QUALIFICATIONS:

A chartered surveyor or engineer holding an equivalent relevant professional qualification (MRICS MICE or MAPM) and be able to provide evidence of continuing career development. You should have relevant experience in the procurement and delivery of infrastructure/civil engineering projects, with both design management and contract management skills.

**SKILLS & EXPERIENCE:**

A strong independent thinking commercially focused project manager with a background in infrastructure/civil engineering project delivery from feasibility to construction either in a Contracting, Consulting or Client role.

You will have extensive experience in managing design teams, setting procurement strategies, drafting and administering construction contracts, programming works and budgetary control.

Key to the role will be effective management of consultants and contractors alongside effective liaison with external stakeholders in delivering individual projects within wider regeneration developments on time and to budget.

Experience of residential/commercial brownfield regeneration would be of significant benefit.

**REVIEWED BY:****APPROVED BY:****DATE:**