

Job Description

Area	Project Management
Job Title	Project Manager
Reporting To	General Manager
Contract Type	Full Time Permanent
Salary	£45-55k
Benefits	Company car allowance, private pension
Location	O&M Facility – Edgewater Rd, Belfast
Direct Reporting Staff	Engineering Team
Working Hours	Normal Office Hours - 5 days per week. Will be expected to work outside of office hours when necessary, and participate in Duty Officer on-call rota
Minimum Qualifications	Tertiary qualification in an appropriate discipline / Engineering Degree
Minimum Experience	Experience in managing Operations and Maintenance / Civil Engineering contracts/projects. Reporting in a similar business environment in a senior position.
Job Summary	Reporting to the General Manager, the candidate will oversee the overall management of DBFO1 Highway Operations and Maintenance contract, asset life cycle management, major maintenance and rehabilitation projects and minor additional works for other clients which can be delivered within the capabilities of subcontract and company resources.
Principal Functions	<ul style="list-style-type: none"> • Ensure that all aspects of the company activities are staffed by persons sufficiently trained and experienced to adequately perform their tasks; • Managing the interface between O&M, inspection, cyclical, routine and major maintenance works to maximise asset value • Input into Life cycle planning and major maintenance management for highway assets and structures. Management, planning & procurement of Major and Minor Maintenance Works. • Proactive cost control to ensure budgets are not exceeded, innovation in delivery to reduce overheads and operational costs • Responsible for ensuring core commercial, contractual, quality and operational management plans and procedures are implemented effectively, regularly reviewed and updated; • Maintain accreditations including ISO 9001, 14001 and 18001, along with other Quality Management certifications and procedures as required; • Provide the interface to the DBFO Company with regard to the DBFO1 project. Senior liaison with public and private sector clients

	<p>and relevant stakeholders</p> <ul style="list-style-type: none"> • Ensure that all reporting prescribed by the principles is carried out within the prescribed times and competently; • Recruit competent staff to assist with and perform the maintenance obligations; • Active mentoring of staff including graduate and apprenticeship development where appropriate
<p>Core Competencies and Attributes</p>	<ul style="list-style-type: none"> • Analytical approach to problem solving • Able to control and manage a relatively large and diverse business which operates 24 hours per day, 7 days per week and 365 days per year; • Experience in managing similar contracts/projects • Planning skills • Demonstrate a sound knowledge of commercial and contractual issues • Evidence of teamwork and relationship building • Driving license.