

Project Manager – Bradford



Following exciting developments and growth within the business we are seeking an individual to join the team as a Project Manager. The role will report to Chris Moran, Head of IT Delivery, based at our Bradford site.

Role Profile:

- Drive projects from inception to completion using one or more recognised project delivery methodologies
- Drive internal and external resources to deliver projects on time and to budget
- Business wide remit including engagement with external clients
- Based at our Bradford office but travel across other business locations as required

Key Tasks & Accountabilities:

- Lead the planning and implementation of projects
- Work closely with both Operations and IT
- Facilitate the definition of project scope, goals and deliverables
- Define project tasks and resource requirements
- Support the scheduling and allocation of project resource
- Track project deliverables using appropriate tools
- Project quality assurance
- Constantly monitor and report on progress of the project to all stakeholders
- Present reports defining project progress, issues/risks and solutions
- Implement and manage project changes and interventions to achieve project outputs
- Project evaluations and assessment of results

Competencies Required:

- Experience of project managing in multiple concurrent projects
- Experience working in an enterprise level organisation
- Experience in delivery of business change projects in a fluid, fast-paced environment
- Experience of delivering projects with IT and Operational dependencies
- Accreditation in a recognised project delivery methodology would be advantageous
- Ability to liaise effectively with stakeholders at all levels within the business
- Strong experience in managing budgets and resource allocation
- Excellent communication skills and presentation skills
- Excellent negotiation and influencing skills

Person Specification:

- Excellent analytical, diagnostic, organisational and planning skills
- Conversant with tools and processes necessary for effective project governance practices
- Stakeholder Management through an Influencing, motivating and leading leadership style
- Ability to absorb and analyse information quickly and accurately
- Ability to prioritise improvement activities for greatest organisational impact
- Experience of managing change and introducing procedural compliance
- Experience in leading continuous improvement including definition and implementation of PM best practices
- Experience in defining projects which satisfy our customer requirements
- Experience of measuring inputs and outputs to provide meaningful data
- Ability to analyse data to identify the root causes of variability operational challenges
- Knowledge of Microsoft to an excellent level
- Degree qualified in either business related, logistics or manufacturing discipline
- Experience of Prince 2, RUP or similar
- Experience of a similar role and a wide Industry knowledge
- Understanding and experience of IT project delivery (infrastructure and software)

To apply for this position please send your cover letter, CV and current salary details/expectations by email to **Naomi Raggio, HR Advisor** at: naomi.raggio@advancedsupplychain.com

For more information about this role please do not hesitate to contact Naomi Raggio on 01274 470467

Closing date: **Monday 4th September 2017**

Posted to noticeboards: **Friday 11th August 2017**