

Role Profile

Role:	Project Manager	Reporting to:	General Manager/ Programme Manager
Location:	Bedford	Department:	Operations

Overall Purpose:

Project Manager to oversee and deliver complex pump system projects from contract award, to design, build and commissioning.

You will be responsible for ensuring allocated projects are managed safely, within scope, time, and budget, and in full compliance with CDM 2015 Regulations or as applicable to project scope.

Key Responsibilities:

- Lead multi-disciplinary project teams to deliver pump station and pumping station infrastructure projects.
- Ensure full compliance with scope, cost and schedule throughout the project lifecycle.
- Develop and manage project plans, budgets, and risk registers.
- maintain required CDM documentation (Construction Phase Plans, Pre-Construction Information, Risk Assessments, Method Statements, Health and Safety Files, etc.).
- Coordinate design, procurement, manufacturing, and site installation activities.
- Conduct regular project reviews to monitor progress and compliance.
- Produce and maintain SLT project reporting as required.
- Manage change control and project reporting to stakeholders.
- Support tendering processes with commercial and planning input and risk assessments.
- Support and develop the team through ongoing training and succession planning to ensure they have the skills, knowledge, and capability to meet current and future business needs
- Develop accurate forecasting, planning, labor/resource allocation, and control processes to ensure all project milestones are completed On Time and in Full
- Ensure that all processes are documented (e.g., methods/procedures), improved, and adhered to at all times to uphold the highest standards and safeguard against failure
- Provide cost-effective solutions to meet the demand at a profit. Identify, develop, and drive medium- and long-term target opportunities to reduce cost and improve profitability

- Input to/manage the technical scope documents as required, working closely with sales and engineering to clearly understand the specific requirements for a site/application
- Drive Continuous improvement in process and operational excellence

Person Specification – Qualifications and/or Experience required:

- Proven experience managing engineering or construction projects within water, infrastructure, or mechanical sectors.
- Strong understanding of project management methodologies (e.g. PRINCE2, APM).
- Ability to interpret project scopes technical requirements and specifications.
- Proficient in MS Project or other project management software.
- Full UK driving licence.

Person Specification – Skills & Knowledge required:

- Strong communication, negotiation, and leadership skills.
- Results focussed, demonstrated resilience, enthusiastic and self-motivated
- Well organized and self-directed with sound judgment
- Ability to generate creative solutions to solve complex customer challenges
- Critical thinking and problem-solving skills
- Excellent time and project management skills
- Keen attention to detail and adherence to deadlines
- Excellent communication skills and ability to relate to people at all levels of an organization
- Emotionally intelligent, builds integrity and trust, and able to gain others' support for ideas
- Decisive with the ability to see the 'big picture'
- Creates an open environment where information and ideas are stimulated and shared
- Ability to constructively challenge behaviors and thinking