

Planner

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Company: Dalkia

Location: United Kingdom

Category: other-general

The business is seeking an experienced Operations Planner to support our Project Operations in solving complex organisational challenges through advanced planning techniques and allow us to grow our unique culture as we grow the business. You'll be an integral part of the Operations team, so you'll need to understand every aspect of the operation and act as a leader in planning in operational projects. You will advise Project Managers through an exciting time of growth for The business, hence your ability to establish your functional credibility and to build strong working relationships acting as a trusted advisor will be key. This is a full time opportunity based from our North West office.

Key Responsibilities

To develop a professional and effective approach to operational Project planning with business and commercial

awareness in order to maximise operational and commercial effectiveness of The business' Construction Projects.

The Planner will contribute across all phases of a Project:

Tender/ Feasibility and Award Validation phase

Build, maintain, review and monitor project programmes

Identify planning scope, constraints, and contract requirements

Identify resourcing requirements with the Operations team

Create, review and maintain Project Programmes in line with Imtech standards

Utilise the Imtech Project Delivery System (PDS)

Reconcile Imtech and sub-contractor plant, labour & material requirements

Support Project manager(s) offering technical knowledge on how to develop and implement an effective

Project plan

Design, Engineering and Procurement phase

Monitor and manage progress of Project team against programme

Review record keeping, administration, budgets and time

Work proactively with Project team manager and team to ensure projects are on track

Produce relevant reports for the Project Manager

Prepare presentations and data analysis working with Project Managers and subject matter experts as required

Proactive approach to liaison across the operation and with clients/suppliers

Point of contact for Planning issues develop effective relationships

Able to influence impact of planning through effective working relationships

Embrace latest methodology and challenge status quo

Guide the Project manager with resource loading

Develop own performance and effectiveness using feedback and in discussion with planning manager

Strengthen Planning capability across an Imtech project , develop best practice and collate lessons learnt

Capabilities To Fulfil Role

Knowledge

Working knowledge of Operational planning processes, practices and systems and the ability to drive their implementation

Ability to analyse and interpret operational plans and data in order to drive informed business decisions, and carry them out

Commercial awareness of operational projects challenges

The ability to build professional working relationships with internal and external staff

BIM interface manager

Skills

Must have experience in effective multitasking and project management skills

Must have strong interpersonal, collaboration and communication skills and be able to build relationships

Strong analytical and problem solving skills and business acumen, with the ability to challenge the status quo

Strong analysis , review and reporting skills

Proactive Problem solving

Effective relations with stakeholders proactively

Excellent attention to detail and personally well organised and Calm under pressure

Good negotiation and influencing skills

Behaviour & Attitude

Demonstrate a can do, entrepreneurial attitude and a focus on impact

Motivates others to excel delivers success through teams

Recognises and ensures positive resolution of conflict

Passionate about our sector, embodies the The business' "IT WORKS" values of Identity, Trust, Working Hard, Open, Robust, Knowledge, Say It – Do It.

Keen to continue learning and developing their skillset, having a growth mindset

Educational Qualification Required (preferred):

Level 4 HNC Qualification in Construction or Building Services Engineering subjects

Good general education 5 x GCSE at C/5 inc. Maths and English

Degree BEng/BSc in Construction or related Building Services Engineering would be helpful

Competence in MS Project or Asta Powerproject

Previous Work Experience Required

Ideally 2 years of Construction project operations experience in a fast paced organisation

Site experience in M or E or other relevant discipline desirable

Experience should include a focus on performance management and talent/team development, change management and leadership coaching, as a Business Partner.

Competency Level Required for this job A = Mastery / B = Comprehension / C = Awareness

Communication – B

Teamwork – B

Decision making – C

Emotional Intelligence – C

Organisational Awareness – C

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