

Project Manager - Ministry of Justice

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Company: Mace

Location: United Kingdom

Category: business-and-financial-operations

Due to continued growth, Mace are looking for a number of Project Manager to join our rapidly growing consultancy business.

Your responsibilities will include: Bringing the multidisciplinary project team together to manage the outputs of the feasibility study, including commissioning surveys, coordinating design outputs, undertaking client reviews, and managing any changes to scope. Client facing role; managing day to day delivery and co-ordination of the project. Proactive co-ordination within other programme stakeholders, consultants and contractors to manage overall project and programme interfaces to deliver project efficiently. Liaison with all relevant internal and external stakeholders to ensure that requirements are identified, assessed, and appropriately integrated into the project. Working with the client and reporting to the project lead responsible for helping to establish the strategy and delivery for the project. Assisting in developing the client's brief, delivery strategy and leading the design management, procurement and execution of the scheme. Understanding of the design process throughout all stages of the project lifecycle and able to manage outputs and technical aspects as they arise. Producing strategic project programme and have the ability to scrutinise and integrate programmes from consultants and contractors. Understanding of risk management and able to work with project teams to identify, schedule and establish mitigation strategy for project risks. Coordinating, planning and managing internal and external meetings in relation to the project. Driving the procurement of services and works required to deliver the project, including site surveys. Understanding of budgets, estimates and ability to review and challenge contractors' proposals. Providing input into client system safety and project risk

assessment and management process. Leading management of contract suppliers under the NEC4 suite of contract, from design and manufacture to delivery and final account. Managing pre-contract design development and post-contract scope changes in an efficient manner.

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