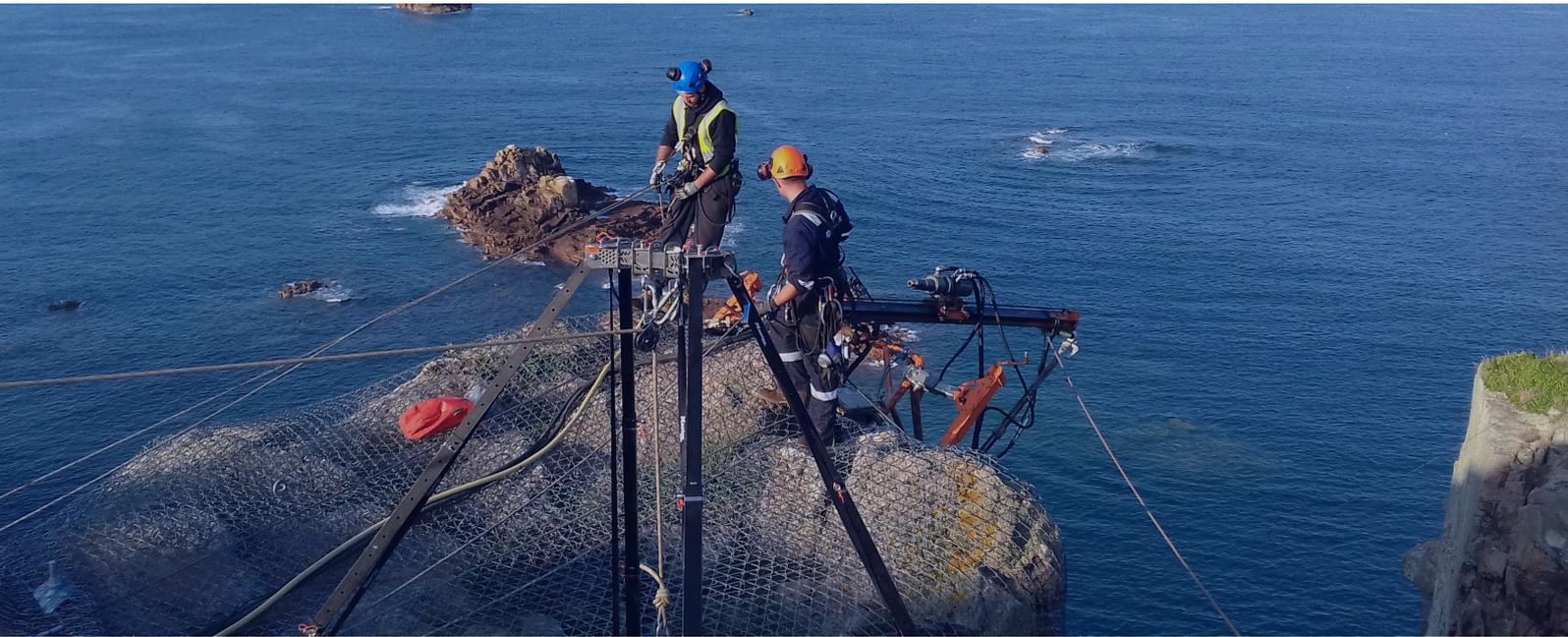


# Senior Project/Contract Manager



This role is to be the single point of responsibility for projects within one or more sectors of civil engineering by leading a team of engineers, foremen and direct labour utilising predominantly owned plant and by effectively interacting with all stakeholders.

Responsibilities include: directly managing projects varying from minor works up to £1-2m whilst consecutively managing similar projects via delegation to a team under your direct supervision. Whilst this may be perceived as relatively small scale works, it must be considered against the autonomy given and the direct delivery approach of Geomarine. The following functions are required:

- To assess, control and report on health and safety risk and engineering risk
- To be a single point of responsibility for quality within the department
- To assess and control design whether internal D&B or by interfacing with clients' professional teams
- Production of risk assessment and method statements, training understudies in producing RAMS and approving those of others.
- Programming using Microsoft Project both of individual contracts and a departmental tracker ensuring effective planning of resource.
- Price and oversee the pricing of projects. This will include direct negotiations with clients and suppliers.
- To take a lead role, in conjunction with the commercial department, in all areas of cost control.
- To be a single point of responsibility to a range of clients
- To communicate clearly to, and form an effective part of, a senior leadership team consisting of directors and department heads
- To provide on the job training, coaching and mentoring to junior staff

## REQUIRED SKILLS:

The successful candidate will be able to demonstrate the skills common to senior operational roles such as:

- Leadership. You will inspire your team and lead by example
- Thinking clearly under pressure
- Analytical skills, in particular in relation to engineering challenges
- Communication skills that are adaptable to the broad range of stakeholders you will be dealing with
- Attention to detail

## QUALIFICATIONS and EXPERIENCE:

You will be, as a minimum, HNC/HND qualified and able to prove that you have progressed your career to a level where you are able to fulfil the responsibilities above.

You will have provable experience in leading teams and delivering projects taking full responsibility for health, safety and welfare, cost and quality.

Due to the seniority of the role, and the mentoring aspect required from you to your team, operational experience is imperative, ideally in a geotechnical or related field.

All applications are welcomed by sending a CV and brief description of your experience to [careers@geomarine.je](mailto:careers@geomarine.je)



01534 856566  
[www.geomarine.je](http://www.geomarine.je)

