**Project Manager**

**Location**

Portland

**Vacancy Number**

P0230P

**Hours**

37.5

**Status**

Permanent

Job Purpose

The Project Manager is responsible for ensuring a large project or multiple smaller projects within the Company’s portfolio are managed to deliver on time, to budget, within scope and to the required quality and safety standards. Whilst reporting and forecasting on resource, financial and earned value management within the programme.

**Reporting to: Maritime Mission Systems Portfolio Manager**

The Project Manager will report to the MMS Portfolio Manager and will be supported by a System Design Authority and their project team.

What you’ll do

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| * To be the prime point of contact with the Customer and the only channel through which changes to the Contract can be agreed.
* Ensure that the project is managed day-to-day in an efficient manner in accordance with the Company Manual and the project planning documentation.
* Ability to develop a realistic programme, which aligns with the declared lifecycle model, to achieve the deliverables. Implement the plan, throughout the lifetime of the project, ensuring that progress is maintained in line with the objectives.
* Report progress (SOFT Report) and financial status (PTS) to the Delivery Director on a monthly basis and attend all necessary Management Meetings.
* To assess, review and actively manage risk.
* Be responsible for the day to day management of the team, perform the appraisals of those team members, setting objectives and monitoring their progress throughout the year.
* To assist the Marketing Department in the preparation and review of bids.
* Ability to foster working relationships with customers and pursue marketing opportunities profitable to the Company.
* To perform any additional tasks as required to meet the business objectives and goals of the business.
* Support the selection of key suppliers to the project ensuring clear requirements and milestones are provided.
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What you’ll need

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| * Ability to multitask and prioritise work across multiple projects.
* A team player who is action orientated and who can deal with ambiguity.
* Competent user of Microsoft Project and Excel.
* Ability to obtain security clearance.
* Full driving license
* Good communication skills and with the ability to communicate with all levels of stakeholders.
* Holds a recognised Project Management qualification such as APMP or its equivalent (desirable).
* Knowledge of the IT Defence Industry and Project Development Lifecycle (desirable).
* Understanding of Risk Tools and Earned Value Management & Analysis. (desirable)
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What you’ll get

* **Full engineering lifecycle with optional career path:** Choose the direction of your career
* **Paid overtime or time off in lieu:** Gain up to 24 additional paid days off per year or boost your salary with an authorised single-time overtime
* **Flexible working:** We operate around the core working hours of 09:30 – 12:00 & 14:00 – 16:00
* **Role-specific allowances:** Subject to individual projects and roles.
* **Holiday entitlement:** 24 days per annum, plus public holidays. These are pro rata for part-time roles. A Christmas closedown occurs for most roles from 24th December – 2nd January, utilising your holiday entitlement.
* **Pension scheme:** 14% total pension made up of 7% contribution from the Employer, matched with 7% from the employee
* **Private medical care:** Access a network of 50+ private clinics and hospitals nationwide
* **Training and upskilling:** We are committed to your continuous personal and professional development meaning that you have the opportunity to gain additional skills and qualifications
* **Monthly Payment Schemes:** Save money on a new bicycle and cycling accessories and get fit too!
* **Company tech:** Salary loans to purchase laptops, mobiles, and home office equipment
* **Relocation package:** Available to selected candidates needing to relocate within easy travel distance of one of our offices - In line with HMRC guidelines - spend less time travelling and more time living

Why Drumgrange?

As a small-medium enterprise, we benefit from having a flat organisation structure with only a few levels between a junior role and a department head, so you can spend more time with technical application and less time wrangling with red tape. It also means that your voice is heard and there is plenty of opportunity for you to make a meaningful impact upon the business.

Roles here present fantastic opportunities to be involved across the whole design lifecycle, and with such a wide portfolio of products and capabilities, you can expect varied and career-expanding work that takes you across different engineering domains and environments.

*We welcome candidates from all backgrounds and particularly from sections of the community who are currently underrepresented within our industry, including women, ethnic minorities, people with disabilities and LGBTQ+ individuals. Please be aware that many of our roles will be subject to both security and export control restrictions. These restrictions mean that factors including your nationality, any previous nationalities held, and your place of birth may limit the roles you can perform in our organisation.*

We also support our Armed Forces communities, reservists and cadets and are proud advocates. Any companies wishing to contribute and benefit from a relationship with these organisations please reach out to us or visit <https://www.armedforcescovenant.gov.uk/show-your-support/sign-the-covenant/>

How to Apply

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| --- |
| Career Progression |
|  |  |
|  | Graduate Engineer | Engineer | Senior Engineer | Principal Engineer | Technical Director |
|  |  |  |  |  |  |

If you are interested in this role, please apply [through our website](https://www.drumgrange.com/careers). Alternatively, send your CV with a brief cover letter to careers@drumgrange.com, quoting the job title and the Vacancy Number in the subject header.