



## Job Specification

**For: Senior Project Manager**

Ref: VR/01340

### Job Description

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#### **Senior Project Manager**

Location: Medway, Kent / Hybrid

Salary: £60k + Excellent Benefits

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Chatham, Kent, hybrid working options.

£60K + excellent benefits to include Private Healthcare, Pension, 30 days' holiday (plus bank holidays), Mental Health & Wellbeing support, On-going professional development and great prospects.

This is an exciting opportunity for a Senior Project Manager to join a unique company with an ambitious vision: To be the UK's premier skills development partner, harnessing innovative solutions to equip their clients for the future.

The company is growing and evolving to meet the needs of its existing and new customers, and is now seeking a Senior Project Manager, with an understanding and experience of technology and business change related projects to lead its Project Management team.

#### **The Company**

The company was established in 2008 as part of an innovative public, private partnership with the Ministry of Defence to provide training at The Royal School of Military Engineering (RSME) in Chatham, Kent.

The company has developed deep subject specialism and experience across construction, engineering and associated professional skills training and has grown to become an outstanding expert in the design and delivery of innovative teaching, learning and assessment.

They have an exciting future ahead. The success of the company's work at the RSME means it is now able to maximise opportunities to grow and further diversify, so that it can support more employers, training providers and awarding organisations to help their learners achieve their goals.

The organisation is committed to creating a diverse and inclusive workplace. All applications will be considered. It provides support through Mental Health First Aid and Coaching and Mentoring schemes. It is ISO accredited and has a Gold Award in the Medway Healthy Workplaces Programme. The company recently won a Princess Royal Award for one of its employee learning and development programmes. It is passionate about the success it delivers for learners, partners, and local communities, empowering people to be ambitious, solution-focused, proactive, and creative thinkers.

#### **The Role**

The Senior Project Manager will lead the delivery of a range of projects across the full project lifecycle. These projects will be varied in nature, size and complexity, covering everything from the

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implementation of products and services for new and current customers (growth projects), through to internal business change work, and everything in between.

The scope of work may include pre-initiation activities (such as preparation of business cases and tasks related to the winning of new and follow-on business) as well as post-closure activities. In addition, whilst project allocations are aligned to the Project Manager's subject / domain expertise where possible, the postholder will need to be ready to manage any of the exciting projects in the portfolio. Finally, there will be times when the postholder will need to "roll up their sleeves" to do some of the work themselves, when doing so is the best option.

Additional experience to support your application:

- Experience in a Project Management role with a relevant qualification.
- Drive, determination and problem-solving capabilities to successfully deliver the project outputs and benefits
- Present a professional, proactive and dynamic attitude to internal and external customers
- Develop and maintain positive engagement with stakeholders, both internal and external
- Apply project management methodologies, tools and techniques appropriately in accordance with the complexity of the project
- Lead projects in a safe and secure manner, in line with the company Training Values.

This is an excellent opportunity to become a pivotal member of the Leadership Team that will help determine the future growth of the business.

Full Job Description is available on request.

Closing date – Friday 20th September 2024 although this is subject to change according to market conditions.

Armed Forces Covenant – We offer guaranteed interviews to military veterans if they meet the selection criteria.

All posts are subject to a Disclosure and Barring Service application. The company follows the DBS Code of Practice.

Compiled by : **Fiona Louch**  
Compiled on : **08/29/24**

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