

Job Vacancy

Project Manager

Full-time

Telford, Shropshire

Management of key client projects with the goal of delivering every project on time, within budget and to the desired quality levels, whilst ensuring customers are satisfied with the service provided. Overall responsibility of deliverables, in that they have been checked for quality, completeness, they meet client expectations and are delivered in a timely and cost-effective manner.

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About the Company

LRS provide specialist land referencing consultancy and support throughout the UK, managing and delivering Compulsory Purchase Order, Development Consent Order and Hybrid Bill projects.

The largest, dedicated land referencing specialists in the UK - our strength is our skilled team of Directors, Managers, Project Managers, Team Leaders, experienced Land Referencers and Administrators who have a broad knowledge of all aspects of the land referencing process.

We always recommend the best solution for individual client requirements, using our unique range of services that extend from traditional to contemporary innovations. We also provide advice and training guidance on all aspects of the Land Referencing process, Book of Reference and Land Plans.

LRS have managed and delivered projects across a wide range of sectors including most of the major transport, utilities, telecommunications, regeneration, housing and infrastructure schemes in the UK.

If you have the relevant skills and experience and would like to be considered for this role, please send your CV to:

elaine.wilkinson@land-referencing.co.uk

Responsibilities

- » Develop and agree detailed project plans with the Delivery Manager
- » Achieve project margins as agreed with the Delivery Manager
- » To manage and report on progress against plan and monthly progress reporting
- » Identify at the earliest opportunity any delays that are impacting the programme to ensure that any appropriate action can be taken if required
- » To review, agree project specifications and quality plans and contribute to resource planning activities with the Delivery Manager
- » To think strategically, plan effectively and prioritise own work load and project team(s), and to ensure each project has been setup correctly
- » To inform Delivery and Technical Manager of imminent delivery dates and any project issues in relation to training, supplier, planning, client and quality/etc.
- » Ensure that expenditure is in line with the budget and that resources are utilised efficiently to ensure cost control
- » Support the Team Leader in the analysis and interpretation of deeds and other title documentation
- » Ensure appropriate training certification for all team members and that the team comply to all of the management processes needed
- » Keep in contact with the client to ensure customer satisfaction is achieved
- » Sign-off the proof of process results for all projects
- » Effect project closeout meetings including client agreement
- » Achieve the required pass rates of the appropriate internal training modules

Key Skills/Experience

The successful candidate will have:

- » Project Management and budget/financial management
- » Project planning using MS Project
- » Able to demonstrate a track record of successful project delivery and good client relationships
- » Effective team management skills which empower, influence and inspire others
- » Providing mentoring and support to members of the team where required
- » Commercially astute and able to undertake work in high pressure situations
- » Good knowledge of performance evaluation techniques and key metrics
- » Ability to see the business vision and inspire this shared vision amongst the team
- » Flexibility – ability to work additional hours, travel and stay away from home where necessary
- » Holder of a current UK driving licence
- » Proven track record in successful project management
- » Knowledge of UK land law
- » Knowledge of CAD software
- » Exposure to Prince 2, ISO9001

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