Job Title: Project Manager

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| Role Purpose (position scope) |
| The Project Manager will support a new Red Force capability programme through managing the delivery of a variety of internal and customer work packages and projects. This is an exciting opportunity to join the S-IADS development team taking new products to trial and entry to market, further growing the Draken Integrated Adversary Services portfolio and delivering to international operational readiness training customers within defence industry. Based at our Bournemouth site, many of the projects are for enhancements to ground based threat replication systems and will require the successful candidate to invest time in understanding both the regulatory environment and the technical solutions.Whilst an apprenticeship or degree in a relevant engineering or physical science discipline would be useful and the role will require some travel within the UK and overseas.The successful candidate can expect to work on areas such as • Integrated Air Defence • Command & Control Systems and Connectivity• Electronic Warfare • Business Improvement & Development |

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| Line Manager | Dotted Line | Direct Reports | Dotted Line |
| Head of P3O | Programme Manager | None | None |

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| Key Responsibilities |
| * Deliver project and/or work packages to agreed time, cost and quality parameters.
* Organise, plan, estimate, coordinate and lead the project resources and activities.
* Manage and motivate the project team.
* Manage risks and issues proactively.
* Ensure effective and open communication throughout the project team and with stakeholders.
* Manage relationships with key customer personnel.
* Manage and deliver the required deliverables for each project, phase or stage.
* Tracking, updating and reporting progress and or variance.
* Support PMO delivery, reporting and improvements.
* Supporting business wide change and improvement.
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| Skill  | You should be able to: |
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| Application of Project and Change Management Methods and Tools | * Plan and execute projects and work packages to deliver agreed objectives, including the development and implementation of cross business plans.
* Continuously improve effectiveness of processes in area of expertise.
* Manage all risks, opportunities, issues and changes for your projects.
* Apply appropriate process, tools, measures and techniques (including risk management, change management)
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| Planning and Organisation | * Work with sponsors and stakeholders to identify and address major barriers to progress, to ensure projects and changes are delivered to plan.
* Use Draken frameworks and ways of working to support estimating, planning and scheduling.
* Support resources and people management reporting.
* Utilise appropriate techniques to maintain visibility and control of project budget.
* Adjust plans, priorities, timelines and approach when appropriate to make best use of time and resources.
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| Communication and Knowledge Sharing  | * Be willing and able to share good practice and expertise with others.
* Present sound and well-reasoned arguments to convince others using a variety of methods.
* Work to create and sustain a team ethos and collaborative environment across the business and portfolio delivery.
* Have a service delivery mindset.
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| Leadership and Teamwork | * Build and sustain positive relationships with team members and customers.
* Respect and value others and be sensitive to their differing needs and values
* Play a full part in the team and help to achieve team goals
* Take the lead and be proactive to ensure people engage with change.
* Be responsive to changes in customer needs and expectations.
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| Tools and Systems | * Proficient in MS Project, Project Web App
* Proficient in administration of PowerBI reporting
* Proficient across suite of Microsoft 365 applications
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| Key Measures |
| * Application of project and change management processes, controls, tools and skills.
* Engagement of people across business in project requirements to ensure resources are always applied to meet business priorities.
* Generation and delivery of all required project metrics/reports to the standard required and in a timely fashion.
* Proactive identification, justification and ownership of improvement ideas and opportunities for beneficial change.
* Provision of support to overall Programme, utilising appropriate frameworks, processes and measures.
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