

Job title:	Construction Project Manager	Role Profile No	OPH42
Career Family	10 (Current R)		SBC 10770 on Pay and reward evaluation
Salary Range	£41,496 - £52,662 (10) (current R = £38,973 £51,415)		
Directorate / Pillar / Strand	Economy & Development Capital Projects	Reporting to:	Project Director SPM for Fleming Way.
		Responsible for:	None

Reporting Structure: Reports to Senior Project Manager responsible for Fleming Way scheme.

Role Overview

To deliver Fleming Way Improvement Scheme in line with the corporate ambition of the Council through effective and appropriate project management of strategic projects that enable project teams to deliver the planned benefits on time, within budget, while creating the value needed by all stakeholders

Role Purpose:

- To drive through projects on site and ensure deliverability within budget and on time.
- Managing day to day construction responsibilities / issues.
- To successfully project manage Council strategic projects whilst delivering a wide range of significant benefits for the Council predominantly aligned to the Council's Swindon Programme.
- To support the Head of Transport and their line managers to formulate and implement a Council wide project management approach that supports the ambition and changing needs of the Council
- Supports project sponsors as required to enable them to fulfil their obligations. Create innovative opportunities to deliver positive change. Provide or instigate appropriate interventions where achievement is at risk.
- Build effective working relationships to ensure that strategic outcomes are effectively enabled by projects, achieving optimum Value for Money.

- Ensure all key stakeholder are engaged appropriately and that change projects seamlessly transfer into BAU.
- Regular contact on a daily basis with a large and varying number of groups/individuals both internal and external to the Council. Day to day engagement with and provide support, leadership and advice to Directors/Heads of Service and senior managers across Council departments and partner organisations, as required to ensure significant projects are effectively delivered.
- To keep abreast of relevant legislation, market developments and new systems commensurate with the objectives of the project management team

Role Accountabilities:

- Ensures that projects for which the post holder is the designated construction project manager are delivering the intended outcomes, providing appropriate intervention when the Council's position is at risk of compromise which may include providing challenge at any managerial level.
- Assess the financial, operational and political impact of any changes to projects and propose solutions and mitigation.
- Ensure all project changes are agreed and recorded through a variation process.
- Ensure a status record of the projects being undertaken by the Technical team is held and updated on a quarterly, escalating any key risks on specific projects to the Head of Transport.
- Develop and embed strategies for driving projects at pace, within budget and delivering to agreed outcomes across the Council, through smarter project management and influencing key stakeholders and project owners to take personal ownership of running projects effectively and efficiently. This role will take ownership for ensuring the successful implementation of these strategies.
- Ensure the council's project processes are streamlined, simple, scalable and designed to really enable outcomes to be delivered as quickly and effectively as possible.
- Facilitate in resolving complex project issues between parties, assuming the role of lead negotiator as required achieving a 'win-win' outcome for the relevant parties. Provide leadership, advice and support to Council teams to improve delivery.
- Ensure that each project remains structured to drive out maximum value and enable service user business outcomes to be delivered.

Specific responsibilities and accountabilities

- Ensure continued professional development undertaken as required enabling the team to maximise their input and influence on all projects.

Knowledge and Experience

- Substantial experience of successfully managing significant complex construction projects.
- Experience of working for a contractor is preferable.
- Demonstrable successful approach to managing the performance of projects and project teams.
- Effective engagement skills that can facilitate embedded, positive change that is sustainable.
- Demonstrable ability to influence at all levels of internal and external businesses and facilitate 'win-win' outcomes.
- Knowledge and interpretation of project management to adapt processes as needed and

influence stakeholders to deliver project outputs at pace.

- Demonstrable experience of developing risk management strategies and supporting and influencing stakeholders to mitigate project risks.
- Experience of successfully working within multi-disciplinary teams, all levels of staff and management and internal and external stakeholders
- Experience of influencing and working collaboratively with a range of stakeholders integral to the success of a project(s) including, but not limited to, internal departments, external partners, agencies, government departments and other local authorities.
- Confident in and able to challenge actions, behaviours and decisions, at a senior level, in the event that they are contrary to the project(s) objectives.
- Ability to promote excellent customer service, giving high priority to customer satisfaction.

Statutory and or Qualifications required for this post:

A member of professional body
Extensive NEC3 experience
CSCS qualification
Educated to a degree level or equivalent site experience

Values & Behaviours

Our Council's operating model is to be modern, effective and efficient. To drive this through our culture, we have a values and behaviours framework which we expect all staff, managers and leaders to demonstrate their personal and collective accountability for in the way in which we are:

Connected: We put Swindon and its people at the heart of everything we do

We display a communication and behaviour style that promotes a positive Council identity in connecting with residents, customers, colleagues and other stakeholders ensuring a partnership approach to delivering our vision. Always asking, "is what I am doing in the best interests of Swindon and its people,"?

Resilient: We are forward thinking and work smart

We seek to identify where things can be improved, ensuring this learning is embedded, evaluated and built upon a through strong approach to continuous organisational development.

Brave: We respect and work together with our colleagues and customers to achieve success

We act in an emotionally intelligent way, setting positive examples around accountability, risk and governance. This will be delivered through developing ourselves and our teams to achieve the highest possible levels of productivity and performance.

Contacts and Relationships

Working closely together, improving communication and connectivity in order to make better use of the resources, facilities, relationships and partnerships. Working in a collaborative manner with external and internal customers, community members and other bodies that interact with this role.

