

Job Specification

Residence One is looking for an experienced Project/Development Manager for maternity cover, with potential to lead to a permanent role, in a rapidly expanding company.

PM Role:

The role will primarily involve managing 6+ projects at various stages in Central and SW London. This will include 3 private client residential projects on site, concluding PC at a further private client residential project due end of October, and pre-site project management for 2 Joint-Venture residential developments, due to commence on site in Q1 2022.

An additional key feature of the role will include feasibility assessment of potential new projects. The role will be largely based in the SW London office, with regular visits to the project sites.

The applicant needs to demonstrate good experience in prime London residential development management from inception to completion, along with strong organisational skills, good initiative, both independent and collaborative working capability, and a proactive and positive working attitude. Strong communication and computer skills are required.

PM Responsibilities & Skills:

- Planning and Defining Scope of project and works
- Activity Planning and Sequencing / time estimating - developing project programmes up to planning, up to tender, pre-site, and onsite
- Resource Planning - skills/services/consultants required
- Cost Estimating - Developing a Budget and projected cashflow
- Documentation - statutory and other consents, employer's requirements, compiling and managing tender process
- Creating Charts and Schedules for managing programme, cost, and documents
- Risk Analysis (time/cost/quality)
- Managing Risks and Issues
- Monitoring and Reporting Progress - to client, consultants, contractor, and team
- Team Leadership
- Procurement and Value Engineering
- Contract administration and site monitoring
- Controlling Quality - selection of consultants/contractors, value engineering, site visits
- Benefits Realisation - post completion analysis, and documenting this to benefit future projects
- Project aftercare

Start date from beginning of August 2021; from 3-5 days / week.

Contact: info@residenceone.co.uk

