



# TECHNICAL PROJECT MANAGER



## ABOUT THE ROLE


The Technical Project Manager will be given specific projects to run, from initial site identification or from Planning Approval Stage. They will then procure the working drawings and associated information that enables a site commencement or co-ordinate / check and issue externally supplied information.

Responsible for: Project Coordinator

Responsible to: Technical Director / Head of Technical

## KEY RESPONSIBILITIES

- Assess potential developments and produce detailed technical reports; including site visits with the appropriate members of the management team to ensure the product is suitable for the land (or vice versa).
- Effective daily management of the Design team (both internal and external) to ensure the provision of required level of services in a pro-active and professional manner to enable other departments to fulfil their role.
- Lead, motivate, communicate with, develop, appraise and performance manage team members to ensure they are fully motivated to achieve best performance and meet the company's needs.
- Coordinate production information to a written programme to ensure company targets are met for a controlled and cost effective finish to the sites.
- Provide updated drawings to site on a weekly basis.
- Establish and enforce quality and standards in schemes, and maintain the good image of the company.
- Ensure that schemes are designed to Redrow standards to suit building, marketing and economic considerations, as well as being competitive in design terms.
- Ensure that schemes are produced within a time limit to suit programme deadlines (build and marketing) and take into account external factors such as, local authority Planning and Highways departments, local committees, action groups and resident issues.

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- Develop apartment & house types and new designs as required in order to meet a changing market and planning requirements.
  - Establish good working relationships with site teams and other departments to ensure that schemes are constructed as intended and to encourage feedback for inclusion in future schemes to avoid wastage and improve the end-product.
  - Comply with responsibilities as defined in the Group's Health, Safety & Environment Policy and ensure compliance with the same throughout the team.
  - At all times comply with company policies, procedures and instructions.
  - Implement new ideas and methods and continue to seek ways of both improving contribution to the organisation's goals and enhancing the reputation of the company.
  - Develop good working relationships with local authorities in order to understand their specific ways of working.
  - Undertake the role of Planning Supervisor for the developments allocated to the Project Manager.

## **THE PERSON**

What kind of person are we looking for?

- Good operating knowledge of the development / technical design process.
- Proven knowledge of detailed design for residential schemes utilising different forms of construction – including reinforced concrete frame, steel frame and timber frame.
- Be able to question and query design information across all disciplines
- Architectural or Engineering background with the ability to use AutoCAD being beneficial.
- Sound understanding of statutory requirements, including Building Regulations and NHBC Standards, and Sustainability, with an ability to interpret and negotiate compliance.
- Be able to understand and interrogate design and project programmes, in particular identifying Critical Paths.
- Educated to degree level or in possession of a relevant professional qualification.
- Able to communicate with all disciplines at all levels.
- Well organised and capable of organising others.
- High level of attention to detail
- Able to manage people, processes and time.
- Strong team player who can communicate effectively.

These are illustrative duties and the job holder will be expected to become involved in a range of work to enable the department to respond effectively to the requirements of the Company.