

**Senseco Systems Limited**  
6 Ambley Green  
Gillingham Business Park  
Gillingham  
Kent, ME8 0NJ

Tel : 0845 6442888

Email: sales@sensecosystems.com

Web: www.sensecosystems.com

## Job Description

<b>Job Title:</b>	<b>Senior Project Manager – Fire Systems</b>	
<b>Department:</b>	Projects	<b>Reporting to:</b> Operations Manager
<b>Location:</b>	Gillingham, Kent	<b>Hours of Work:</b> 8.30am – 5.00pm
<b>Job Description Created:</b>	January 2023	

### Purpose of the Role:

The Project Manager is a person who has the overall responsibility for the successful initiation, planning, design, execution, monitoring, controlling and closure of a project. To encompass all the issues that impact a project result, in one way or another from risk.

### Key Responsibilities (but not limited to):

Senseco Project managers are accountable for delivering outcomes, so you'll have high levels of responsibility to ensure that you and your team are on track. Key responsibilities to include:

- **Initiating** - checking feasibility and working out budgets, teams and resources;
- **Planning** - setting goals, defining roles and producing schedules of tasks. Create a visual project plan.
- **Executing** - managing the project;
- **Monitoring and controlling** - tracking the project's progress;
- **financial awareness** Must understand margin control, application processes, final account negotiation, Schedule of rates, cost to complete etc.
- **Closing** - evaluating successes and challenges to enhance learning for your next project.
- **Mentor** less senior project personnel – be a role model for integrity and company values.
- **Manage** the larger, complexed projects and assist with resolving problems when required.
- **Assist** operations manager to make continuous improvements within the department

As a project manager, you'll need to:

- set objectives in line with your organisation and client needs, which will include scope, content, timings and budget;
- plan work and set deadlines to meet the agreed needs;
- select, lead and motivate your project team from both internal and external stakeholder organisations;
- monitor the work to make sure it is on time and within budget;
- co-ordinate the work of your project team and delegate tasks where appropriate;
- identify and manage risks to ensure delivery is on time;
- implement any changes throughout the process;
- report regularly to management and the client.

**Skills**

- Excellent organisation skills to plan the use of people and resources to meet deadlines;
- Proven Project Management Experience within the Fire Industry (preferably large scale projects)
- Strong understanding of Health & Safety, and site-based Health & Safety
- A desired knowledge and understanding of CDM, and principle contactor obligations
- strong interpersonal skills to motivate and lead your project team;
- Good communication and negotiation skills to manage expectations;
- Technical/Industry knowledge related to the project may also be required.
- Excellent financial and business acumen
- Computer literacy
- RAMS knowledge/experience

Competency Level - 3