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| **Title** | **Project Manager** |
| **Band** | **Management** |
| **Grade** | **P3** |
| Job Family | PRMU.P3 |
| Reporting To | Programme Manager/Senior Programme Manager |
| Location | Oakdale (Hybrid) |

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| **Position Objective** |
| General Dynamics Mission Systems-UK is recruiting a Project Manager.  General Dynamics UK is a world-leader in the integration of cutting-edge defence and security systems, delivering decisive advantage to military, government and civil customers worldwide. Our employee culture is one that thrives on innovation, embraces teamwork and collaboration and possesses a strong will to succeed. The pioneering technologies and the quality of our people give us our competitive edge.  The successful candidate will be responsible for the day-to-day management and delivery of several projects within the GD Missions Systems and C4I area, and is likely to include leading competitive and non-competitive bids for similar work. They will be responsible for ensuring the timely provision of formal programme and contractual deliverables, performance metrics, progress reports and data/information in support of the key performance indicators on the programme. They will also be accountable for programme budgetary control and effective risk management.  Projects could consist of a variety of design, development, manufacture and support projects. To be considered for the role, individuals should have varied experience of working in a project environment with a history of working on multiple types of projects (e.g. manufacturing, design and development) with multiple stakeholders, and show a positive can do attitude towards problem solving.  Working with a large engineering team, and jointly with Customer colleagues, this role will be responsible for the planning and execution of various GD Mission Systems projects and bids, utilising both Waterfall and Agile methodologies. The scope encompasses leading the project teams, alongside lead engineers and in conjunction with Customer counterparts. Close working with customers, and other partners and suppliers in the defence industry will be required, in addition to delivery within the allotted time, budget and quality requirements. The Project Manager will be expected to meet the capabilities, experience and competency requirements summarised below while managing a portfolio of projects of medium complexity.  In addition to core project management experience, it is desired (but not essential) that the successful candidate has experience of BOWMAN, BCIP or Tactical CIS programmes. |

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| **Generic Level Description** | |
| Scope | Provides direction to employees according to established policies and management guidance. Receives assignments in the form of objectives with goals and the process by which to meet goals. Administers company policies that directly affect subordinate employees. Recommends changes to unit or sub-unit policies. |
| Job Complexity | Works on issues where analysis of situation or data requires review of relevant factors. Exercises judgment within defined procedures and policies to determine appropriate action. |
| Overarching Accountabilities | Overarching accountabilities are evident in this level of management, however as the first level of management decision making latitude is narrower and there is a greater focus on tactical execution. May have direct responsibility for staffing, performance management, staff development and managing budgets. |
| Major Accountabilities | Provides support to management on day-to-day operations of function or department. Typically assists with scheduling of tasks, ensuring adherence to schedule and providing hands-on coaching to more junior staff. Likely to have 50% or more of their responsibilities related to actual task completion. |
| Problem Solving | Solves day-to-day operational problems that have limited impact to area of responsibility. Knows when to escalate issue to next level. |
| Discretion | Decisions or failure to achieve results will cause delays in daily and monthly (more short term) schedules. |
| Technical and/or Functional Expertise | Strong technical/functional expertise in one discipline. Limited hands-on knowledge of management and business practice. May have sound knowledge of theories through educational base. |
| Interaction | Interacts with staff and functional peer groups. Interaction normally requires the ability to gain cooperation of others, conducting presentations of technical information concerning specific projects or schedules. |
| Supervision | Provides direct supervision to professional and/or skilled, employees (i.e., technicians, designers, support personnel). Acts as advisor to unit or subunits and may become actively involved, as required, to meet schedules and resolve problems. |
| Guidance | Receives assignments in small packets with detailed instruction as to process and timing. |
| Physical Effort | Little chance of injury. Little physical effort required. |
| Working Conditions | Standard office environment with little physical effort required. May be required to travel for extended periods of time and/or have overnight trips. Significant additional hours during peak and difficult business circumstances may be expected. |

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| **Discipline Description** | |
| It is envisaged that the role of the Project Manager will be varied and challenging, with the role holder having to adapt to inputs from a wide range of internal and external stakeholders whilst maintaining focus on delivering the required contractual outcomes.  Key responsibilities will include; | * Management of the GDUK programme and engineering teams to ensure all programme and contractual deliverables are delivered to schedule, budget and quality constraints. * Dependency management including outsourced products * Change management; identifying change and raising change * Establish and develop key stakeholder relationships (Customer, User, Partner, Supplier) clearly communicating project performance and status * Manage and lead all programme subcontracts, as required, ensuring delivery is in line with programme needs (budget, schedule and quality) * Proactively and effectively manage all programme risk – with clear definition of risk description, cause, consequence (cost and schedule impacts) and mitigation plans. * Provide strong leadership to the programme teams to resolve matters relating to costs, work schedules, commercial and technical issues * Applying Waterfall or SAFe Agile methodologies where appropriate. * Ownership of the Programme budgets, correctly managing cost allocation to the appropriate task and associated WBS items. Ensuring EAC and ETCs are reviewed, and reported accurately, with any cost variance clearly understood. Management of all other programme financial targets in support of Revenue, Cash and Margin. * Provision of regular performance updates and reports for the Programme to support internal and external reviews * Ensuring any applicable Key Performance Indicators (KPIs) targets are achieved and any associated required evidence is clearly recorded and Customer approval obtained. * Actively seek new opportunities for project growth in line with customer requirements, innovation and continuous improvement. * Actively support the delivery of the C4I business strategy and ensure all delivery actions and behaviors support the key internal business capture campaigns * Deputising for the Programme Managers as required |

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| **Knowledge, Skills & Abilities** | |
| Knowledge, Skills and Abilities will include | * Proven experience and In depth knowledge of programme management techniques including project planning, project control, change management, performance reporting, cost control (EVM) and risk & opportunity management (inc SRA) * Experience of working within and contributing to highly collaborative multi-disciplined teams * Project reporting and control techniques pertaining to qualifying government single source contracts would be an advantage * Ability to work within and contribute to a predominantly customer facing environment * Project management techniques applicable to projects being executed using Waterfall or Agile methodologies (when applicable), and proven ability to schedule/time phase a portfolio of projects * Have a can-do attitude and deliver solutions to difficult challenges * Lead a bid team to develop price/proposals * Self-starter, committed, motivated leader of programmes and people |

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| **Education & Experience** | |
| Required Education & Experience | * Project/programme management experience gained within logistics ,software or engineering projects * Customer facing experience coupled with excellent communication skills, both written and verbal * Detailed understanding of project management techniques, including cost accounting, progress monitoring, risk and opportunity management and performance reporting * Previous experience working within highly performing collaborative teams * Ability to work within a large multi-national and multi-disciplined team embracing engineering, support, finance, commercial and project management functions * Experience of change management * Proactive execution management and strong schedule adherence * Technical / Business degree preferred but not essential * Experience of delivering projects/programmes using Agile methodologies (e.g SAFe) is desirable but not essential * Programme Management qualification desirable (E.g. APMP, APQ) |