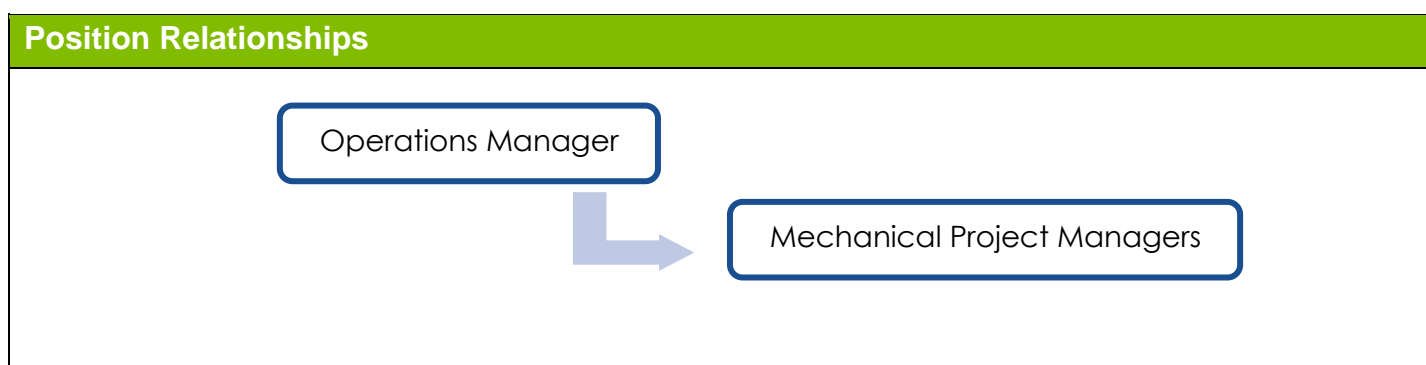


Job Description

Position Description	
Job Title	Mechanical Project Manager
Department	Operations
Reporting to:	Operations Manager
Location	London
Hours	40
Scope of Role	You will assist in the delivery of M&E projects at sites in London.



Key Responsibilities
<ul style="list-style-type: none"> • Manage and coordinate all Mechanical services installation and testing from conception to completion of project • Understand the project and the systems within the project in-depth • Work closely with the Principal Contractor on a daily basis to build and coordinate an agreed sequence of works for all necessary tasks • Order materials and equipment whilst following company protocols /procedures • Direct all site management staff including site supervisor, site engineers, site office staff and store managers • Manage all Mechanical Sub Contractors • Generate and track RFI's • Generate and review valuations • Generate and review all project variations and provide all necessary supporting information • Plan ahead to prevent problems and resolve any emerging ones • Analyse, manage, and mitigate risks • Supervise and manage H&S on site to ensure safety on the site

- Oversee all onsite installations to monitor compliance with building and safety regulations
- Ensure contractual conditions of performance are met
- Oversee and Manage on site Quality Assurance & Quality Control checks
- Regularly attend meetings as required

Person Specification

	Essential	Desirable
Qualification	Industry recognized qualification in Plumbing	
	SMSTS	
Experience & Knowledge	At least 6 years working experience in construction management	
	Knowledge of HVAC & Plumbing systems, building products, construction details/design and relevant rules, regulations, and quality standards	
	Familiarity with construction management software packages. Overall strong computer skills	
Abilities & Skills	Ability to plan	
	Competent in conflict and crisis management	

	Leadership and people management skills	
	Self-motivated with excellent time and project management skills	
	Ability to work within an environment with deadlines while having to multi-task with multiple priorities.	