**Project Manager – Major Project Infrastructure Delivery - Solihull**

To provide overall coordination and support to the provision of major infrastructure and services to a large multi-phase development.

**The Role:**

**General Project Co-ordination**

* Preparing and updating the consortium infrastructure programme
* Chairing and preparing action minutes from monthly consortium meetings
* Chairing and preparing action minutes from infrastructure groundworks progress meetings
* Attending and updating project Consultant Team meetings
* Monitoring project costs
* Assist the Technical Director in producing a long-term plan for the delivery of large schemes
* To manage overall development delivery

**Design / Pre-start**

* Liaising with Consultant and internal teams to ensure design information for infrastructure works is prepared to programme
* Undertake design reviews to ensure designs are “best value” solutions
* Ensuring relevant technical approvals are in place for infrastructure works
* Ensuring relevant planning conditions are cleared for infrastructure works
* Obtain detailed quotations for design work and place relevant orders with consultant team in line with fee budget
* Management of external planning, architectural, ecology, arboriculture, noise, landscaping, services and engineering consultants
* Obtaining detailed designs and estimates for infrastructure services and ensure orders are placed as needed
* Liaison with statutory authorities to ensure progress on off-site drainage improvements and requisition is completed to programme
* Negotiate with relevant agencies including Highway Authority and Highways Agency
* Liaise with internal H&S advisor and Technical Director to ensure relevant TW procedures are followed and relevant documentation prepared and obtain necessary Health and safety documentation and approvals
* Liaison with QS to ensure costs are understood and monitored
* Coordinate the preparation of all Pre-tender information for infrastructure

**Planning**

* Overall responsibility for the submission of planning applications
* Work with the TW design team to co-ordinate submission of reserved matters applications
* Ensure overall compliance with the S106 agreement
* Manage, as necessary, any variations to planning conditions or deeds of variations.
* Ensure co-ordination with our internal Project Manager to keep our business programme in line with planning programme for infrastructure.
* Maintain lead role for communication with the Local Authority.
* Responsible for all public relations matters (including community consultation) associated with the project.

**Site Monitoring**

* Oversee the groundworks, landscape and other contractors working on infrastructure as client representative
* Monitor health and safety performance of infrastructure contractors initiating remedial action where needed
* Ensure all onsite constraints, ecology, archaeology etc
* Ensure site presentation of infrastructure is to the highest standard
* Ensure compliance by all developers of the Code of Construction Conduct and Consortium agreement
* Initiating relevant inspections
* Ensuring that appropriate as-built records are kept
* Monitor housing completions by all developers and ensure regular update is kept to inform programme development and S106 compliance
* Monitor contractors’ performance to ensure compliance with agreed safe systems of work and the HSE manual.
* Liaison with QS to control cost and WIP spend
* Work with internal teams to maintain communications with customers as the site progresses.
* As necessary work with the Land team to negotiate viability discussions
* Co-ordinate the site starts process and handover to the Production Team for onward delivery

**Adoption**

* Oversee the delivery of infrastructure programme in a co-ordinated approach to facilitate efficient adoption of the site by the Highway Authority or Management Company.
* Work with necessary stakeholders to ensure all sites are adopted within reasonable timescales
* Manage agreement for site within bond limits.
* Ensure close relationship with Customer Service to ensure all customers are informed of progress.

**The Person:**

* Demonstrable experience of managing large scale construction projects from pre-planning to site coordination.Experience of managing large infrastructure budgets
* Excellent communication and negotiation skills
* Has proven record of leading a team
* Able to demonstrate a track record of managing complex projects with responsibility for programming and delivery works
* Experience and knowledge of areas such as: construction planning, tendering and finance; value engineering; site management; procurement and management of external contractors and consultants; health and safety; etc.
* Relevant industry qualifications - preferred

**In order to be successful in this role you must be able to prove eligibility to work in the UK.**

If you are successful at interview and the Company considers making an offer of employment, you may be asked to give your consent to the following pre-employment check[s] being undertaken by our third party provider, Experian (or any other appropriate third party provider that the Company chooses to engage).

The type of checks made will depend on the role in question but may include any or all of the following

Criminal records (DBS);

Credit reference

DVLA

The purpose of such checks will be to assess your suitability for the role. If it subsequently transpires that you have given incorrect, false or misleading information, your application will not be taken further.

**The Company:**

Taylor Wimpey is a FTSE 100 business and one of the largest residential developers in the UK, building new homes and communities across England, Scotland and Wales.

Our vision is to become the UK’s leading residential developer for creating value and delivering quality. We build over 10,000 homes each year, from one-bedroom apartments to six-bedroom houses all across the country.

Our people are passionate about the house building industry and about our customers. Culturally we pride ourselves in having a diverse work force with an opportunity to grow a career in a variety of environments. We look to develop our people in the skills and areas they are most interested in so if you are looking to join a thriving company going through an exciting period then please get in touch.

**Internal Candidates - Please advise your Line Manager if you are applying for this role.**