



## **Job Title: Project Manager - Ireland**

### **Overview:**

The role of a project manager can be defined in one word: organisation. A project that's significant enough to have a project manager assigned to it often involves many different elements. Multiple departments may carry the responsibilities of different assignments, but the project manager is responsible for making sure that all departments come together in a timely manner to complete the overall goal. This role will involve direct communication with customers in the Retail and Industrial sectors and will primarily involve project management of Energy Optimisation Projects.

### **Responsibilities:**

- This role requires the ability to devise and create workplans, schedule tasks and coordinate with various team members to accomplish the results.
- The completed project may require different layers to be performed by different teams. Project managers are therefore responsible for keeping the projects on track and possessing the ability to foresee the entire project as a whole at all times.
- It is very important for project managers to communicate frequently with Customers and with all members that are involved in the project and not make any assumptions to ensure that deadlines are met and performance and results are as planned.

### **Job Duties:**

- Involves assigning, scheduling, communicating job expectations; planning, monitoring, reviewing job expectations; enforcing policies and procedures.
- Achieves operational objectives by contributing information and recommendations to strategic plans and reviews; preparing and completing action plans; co-ordinating internal activities and sub contractor actions with relevant teams, scheduling installations which includes maintaining productivity, quality, and customer-service standards; resolving problems; completing audits; identifying trends; determining system improvements; implementing change.
- Meets financial objectives by forecasting requirements and liaising with the necessary teams to schedule expenditures; analyzing variances; initiating corrective actions.

- Updates job knowledge by participating in educational opportunities; and training.
- Display ability for ownership of tasks and for exploring opportunities to add value to job accomplishments.

**Skills/Qualifications:**

Degree in mechanical engineering or Building Services (or equivalent)

Project Management, Process Improvement, Planning, Performance Management.

Tracking Budget Expenses,

Report Generation

Knowledge of Word, Excel and Powerpoint essential.

A technical or trade background would be an advantage and is preferable.

**Further Details:**

Job Type: Full Time, permanent

Location: The role will involve travelling to customer sites in Ireland

Education: Degree or equivalent in Mechanical engineering

Salary: To be negotiated

If you are interested in applying for this position please email your CV to [careers@crowleycarbon.com](mailto:careers@crowleycarbon.com). Closing date for applications is Friday 16th June 2017.