



Mechanical Projects Manager/Engineer

Job Description

Reporting to: Projects Director
Department: Projects
Location: Leeds, Head Office

The Company

JBC specialise in mechanical and industrial engineering and encompasses a vast range of services to the public and private sectors.

Scope and Remit

Organise, plan, resource, manage and deliver major energy centre projects within the business and similar against agreed criteria.

Responsibilities

- Working as part of a team to present mechanical project proposals to potential clients
- Creating and executing project work plans and revise as appropriate to meet changing needs and requirements
- Identifying resources needed and assigning individual responsibility and being close to workforce
- Managing day to day operational activities of projects
- Effectively applying methodology and enforcing project standards
- Ensuring project documents are complete, current and stored appropriately
- Tracking and reporting team hours and expenses on a weekly basis
- Managing the project budget, cashflow and ensuring project profitability
- A duty to implement the Health and Safety Policy and ensuring compliance with statutory duties and company standards within their area of control.

Knowledge, training and experience required

Essential

- Educated to degree level or equivalent, or proven track record involving mechanical engineering
- Previously demonstrated project management success and knowledge of project management methodology
- Financial management and budgeting skills
- Business development skills

- Leadership experience
- Accountability for Health and Safety at Management level

Desirable

- Sector experience and technical understanding of energy sectors

Key personal skills required

- Well developed communication skills
- Excellent analytical and problem solving skills
- Organisational skills with the ability to prioritise in order to meet project demands
- Ability to work under pressure, meet deadlines whilst showing attention to detail
- Proven influencing and negotiation skills, with experience of managing conflict and resistance
- Articulate and able to explain projects and take and resolve queries effectively
- Coaching and people management skills
- Flexibility, enthusiastic and confident approach