



[lauraluindustry.co.uk](http://lauraluindustry.co.uk)  
[info@lauraluindustry.co.uk](mailto:info@lauraluindustry.co.uk)  
01827 215217

## Vacancy

# Project Manager

## Job Summary

As a Project Manager for Lauralu UK your workload and schedule week by week will vary and in a fast moving and exciting sector you will be working across a variety of industries from manufacturing, logistics, Film & TV, retail & education.

In any given week or month you will be responsible for a particular project/s and overseeing operations of that project for its duration until completion and making sure that the project comes in on time and in budget and that our customer is 100% satisfied.

You will also be responsible for liaising with the appointed Site Manager and making sure that the day to day management and safety of all site crew working are working to the appropriate H&S policies.

During the construction of a project our Project Managers day to day reporting will be back to our Operations Manager and also the Business Director and they will also need to monitor the progress and report back to the client or client's representatives, ensure the safety of the team and site workers and troubleshoot any issues that may arise.

All external workers in this industry are very hard working and unique in the fact that the nature of our projects across the UK mean spending a lot of time away from home and staying wherever our customers site are located. Our Project Manager will lead by example here and anyone we recruit to join our Operations Team needs to have this mindset.

This person must also be able to work under pressure and as their immediate line manager will be remote from the UK they will be able to work under their own initiative.



## **Main Responsibilities & Duties**

- Delivery of project to customer on behalf of the company
- Following all quality control procedures
- Producing CAD visuals or building representation drawings for vital Sales & Tender projects
- Ensuring site safety by making safety inspections
- Problem solving
- Produce & present project timeline information as and when required
- Sourcing materials
- Monitoring progress of the project
- Liaising with clients or the client's representatives to update on progress
- Provide regular project updates to Operations Manager & Business Director
- Manage the construction site on a day-to-day basis, including supervising the labour force, monitoring sub-contractors, checking materials, inspecting work and overseeing quality control
- Ensure the project is delivered on time and on budget by setting benchmarks, agreeing budgets and monitoring progress
- Promote and maintain health and safety, including site inspections to ensure safety rules are being followed

## **Occasional Responsibilities**

- Maintain regular communication and attend meetings with clients and their representatives to inform them of progress on the project, i.e. stakeholder management
- Write reports for Operations Manager or Business Director

## **Skills & Qualifications**

### **ESSENTIAL**

- Min level qualification at HND/HNC level
- GCSE Level A – C in Maths & English
- Experience of working as part of a team
- Experience of managing a site team
- High attention to detail
- Working under pressure and to tight deadlines
- Highly organised

### **DESIRABLE**

- Experience in temporary building industry or similar e.g. construction
- At least 3 years previous experience in a similar role or as a Senior Site Manager

## **Salary & Benefits**

- Competitive salary offered – dependent on experience
- Company Pension
- Work van supplied with all tools required
- Full PPE
- Ongoing training
- Phone
- Laptop

## **Equal Opportunity**

All applicants will be considered for employment without attention to race, colour, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.

## **To Apply**

Please email your CV and a cover letter which explains more about you and your interest in this role to [enquiries@lauraluindustry.co.uk](mailto:enquiries@lauraluindustry.co.uk)