

# Senior Project Manager – Building Safety



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## Homes > Building Safety > Remediation

### What's it all about

Work as part of a team to remediate buildings identified as requiring works to support NHG in providing safe homes for residents. Appoint and Project manage a team of consultants and contractors to deliver remediation projects to achieve cost, time and quality targets and effectively manage customer interaction, so they are kept aware of ongoing safety, works progress and next steps.

### How you'll make a difference

Through thorough data, risk and project management you will ensure NHG assets are safe, futureproofed and fully compliant with changing Building Safety Regulations. You will effectively manage key stakeholder relationships, pursuing original contractors, all to ensure a great resident experience. Secure project funding where possible thus, minimising the financial impacts to NHG.

### How you'll do it

- Project manage complex fire safety remediation projects from inception to completion.
- Lead and motivate a multidisciplinary team ensuring delivery is within set time, cost, quality and other reasonable performance targets. Always applying a strong commercial and contractual approach.
- Lead the development and implementation of communication plans including resident consultation strategies.
- Seek to reduce the financial impact on NHG through the securing of grant funding as well as pursuing original contractors who are to return and carry out remediation work.
- Identify and manage risks that are likely to affect delivery through establishing comprehensive ensuring these are mitigated.
- Build business cases for remediation projects through development of proposals and close liaison with internal teams. Developing strategies for the decant or relocation of existing residents/commercial tenants/property owners.
- Lead the development and implementation of communications plans for projects including

detailed resident consultation strategies in conjunction with internal and external teams.

- Prepare management reports including financial appraisals, Project Approval reports monthly progress reports and cost reports with proper budget management. Presenting them to internal panels and committees.
- Lead on effective working relationships with local authorities and other external stakeholders on projects.
- Lead on the procurement and contractors and consultants to support the remediation process.
- Create and maintain comprehensive project documentation in line with internal procedures and audit requirements. Accountable for accurate and up to date information on the Pamwin appraisal system.
- Contribute to an agenda of continuous improvement for business operations and product development.
- Ensure that you follow and keep up to date with all relevant Notting Hill Genesis and statutory policies and related procedures including health and safety and financial regulations.
- Undertake any other duties as is reasonably required.
- Hybrid arrangements - at least three days a week in an office or in a community/site based/partnership setting. On other days, working from home may be possible, depending on the work needed and the interaction required.

### All about you

#### Behaviours for success

Our values set out what we stand for. You'll need to show us how you match them and how you'll behave to ensure those are visible when carrying out your work.

- Compassionate
- Progressive
- Dependable
- Inclusive
- Empowered

For each value, we've created example behaviours to help you understand our expectations in more detail. Please [refer to the framework](#). This role is at **staff** level



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This is a people manager role. Please [refer to our people manager standards](#).

**Essential knowledge, experience and skills including qualifications and professional membership**

- Project Management related Qualification
- Comprehensive understanding of project management principles and risk analysis skills
- **Intermediate** IT and systems skills including Microsoft office (delete as appropriate)
- Competent Pamwin user (or other financial appraisal tools).