

Project Manager Job Description

At Astech Projects, we design and supply automation to laboratory and advanced manufacturing industries across the world for a variety of big-name clients. We believe automation is an enabling tool that can empower anyone, and we are striving to become a leading global technology provider for problems that can be addressed in this way.

We are seeking to recruit a highly motivated Project Manager who will manage small multi-disciplined design and manufacturing teams working on solutions for technically complex applications. This position is intrinsic to overall success of the greater business and will contribute to our market position in designing complex robotics and automation solutions on a global scale.

The role will require you to manage all aspects of the project lifecycle, including programme, commercial and technical management. You will work closely with your team and our clients to ensure that projects are delivered on time, in the most efficient and cost-effective way.

Excellent technical, organisational, planning and time management skills are required in order to manage projects simultaneously without compromising on standards and quality. You will have a proactive approach when it comes managing your own workload and that of others in your team.

We are looking for someone who values innovation, quality and reliability and who is not afraid to push the boundaries of technology to ultimately to solve problems and deliver the best technical solution.

Responsibilities

- Managing the full project lifecycle from order acceptance and project planning, through design, manufacture, testing and installation.
- Coordinating small multi-disciplined teams on technically challenging projects.
- Contributing to the design evolution and formal design process.
- Reviewing and approving technical documentation, working to our formal Quality Management System (QMS).
- Delivering a strong technical solution that meets Customer specifications and expectations.
- Ensuring project programmes and profit targets are achieved.
- To build effective client relationships and respond quickly to client requirements.

Key Requirements

- Qualified to HNC/Degree level - preferably in Electrical or Mechanical Engineering or relevant STEM or suitable apprenticeship or engineering experience.
- A minimum of 3 years' experience managing multi-disciplined project teams incorporating mechanical, electrical and software.
- Experience of Project Management including managing automation projects from concept design to client handover.
- Proven track history of delivering multiple projects, with values up to £1M, on time, to specification and to budget.
- Experience of delivering technically challenging projects into laboratory and/or advanced manufacturing applications.
- Exceptional communication skills, strong client facing skills as well as excellent team management capabilities.
- Sound contract and commercial awareness, management of change and issue of contract variations.
- Excellent organisation and planning skills.
- Ability to work well under pressure to meet deadlines.
- Willing to travel in UK, Europe and USA (minimal).
- Working to well documented QA processes
- Commercial appreciation
- IT literate, experienced user of Microsoft Office and Project.

Desirable Requirements

- Development of technical documentation and specifications
- Experience of generating proposal cost estimates and Quotation documents.
- Knowledge of formal management methodologies.

Salary negotiable, pension and private medical cover. Flexible working Considered and starting at 25 days holiday per annum.

Astech is committed to fostering an inclusive and dynamic work environment.