

Delivery Manager
Project Delivery Manager

Accountabilities

- Accountable to the Project Delivery Manager and responsible for the successful delivery of construction activities in line with the client’s Capital Delivery Index (CDI) and by outperforming the affordability challenge. Deliver the projects: - Champion safety and wellbeing and ensure project delivery without detriment to anyone’s health and wellbeing. - To the highest quality.
- On time. - Predictably. - Collaboratively. - Efficiently. - Using techniques to minimise the affect on our environment.

Role Summary

- Work closely with the Construction Manager and be responsible for managing & enabling construction activities required from the strategy, including Tier 2 engagement and integration/ collaboration, in accordance with the construction programme
- Ensure the relevant safety, quality & environmental management system is implemented, that it is kept up to date & that site resources, inclusive of subcontractors, have the correct competencies
- Ensure project handover is completed to the required timescales & delivery milestones
- Request the correct resources from the Construction Manager in a timely manner to meet programme demands
- Contribute to the ROV process where required
- Communicate, & maintain a working relationship with the Delivery Assurance manager (DAM) to maintain CSIR, CEIR & CQIR compliance & other construction assurance requirements.
- Take ownership of the re-work list at DM3, develop, & ensure items are completed in a timely manner
- Responsible for ensuring the re-work list is submitted to the mailbox before the required date
- Manage the work to ensure that it has been undertaken to the required standards achieving a defect free end result whilst maintaining Client satisfaction through Safe to operate (STO), and handover at DM4
- Identify where training is required or requires renewal
- Work closely with the Cost Manager to manage budgets and be responsible for site expenditure in line with budget, focussing on the efficiency challenge and outperforming on the overall out-turn cost for a project
- Approve weekly timesheets and submit in the required timescales
- Review and approve subcontract RAMS documentation as and when required
- Ensure plant utilisation and verification on site is completed
- Ensure Goods Received Notes (GRN) processes are followed
- Place requisitions with home organisation, when authorised, for budgeted items required
- Confirm sub-contract orders are in place. Manage and control non-conformance reports
- Lead and facilitate the Supply Chain HSP04 meetings, record minutes and distribute to the Project Delivery Team
- Working closely with the Project Delivery Team, follow the Technical Query and Design Change process through Stage 4 - Assembly through to Project Handover
- Work closely with the Project Delivery Team to provide relevant information to enable accurate and timely reporting on project cost, programme, quality/design, safety.
- Manage construction risk & opportunity effectively - take responsibility for the identification, allocation & management of the project risk & opportunities, taking effective mitigation measures to reduce risk
- Ensure production management is implemented
- Liaise, & work closely with the Cost Manager & Project Delivery Manager to accurately forecast out-turn costs
- Ensure compliance with scheme governance - out-turn movement, provide information to the Cost Manager
- Embrace use of CCMS within the Alliance as part of an integrated project team ensuring that CCMS is operated correctly and effectively for both costs management and purchase to pay
- Provide the IPL/ PDMs/Construction Managers / Operations Managers with progress reports, HSQE performance & support at meetings
- Lead the site team to deliver their responsibilities. Ensure teams are focused to meet customer’s requirements & project objectives – provide overall guidance & support to the site team to ensure project success. Ensure the team works in a structured & cohesive way. Manage poor performance within the site team
- Liaise with AW Operational staff to ensure the site is fully compliant at all times to enable a seamless transition of asset ownership
- Have knowledge of the Standard Product Catalogue, be open to innovative ideas & techniques

Deliverables

- Reduce time on site, wherever possible.
- Reports in accordance with the Alliance Reporting requirements including, but not limited to, Health, Safety, Environmental, Quality & Commercial.
- Completion of M2i (Measure to Improve) data where required.
- The successful delivery of projects within the approved solution cost ceiling whilst achieving maximum efficiencies in full compliance with all Alliance and Anglian Water governance procedures, and to the highest standards with regards to health, safety, environment and quality.
- Comply with the Project Supervision Roles and Responsibilities Matrix

Leadership

Team	Collaboration	Judgement & Decision making	Prioritisation & Planning
Integration	Communication	Responsibility & Ownership	Challenge & Personal Development

Delivery Reports

Site Teams, where applicable

Functional Reports

Site Teams, where applicable

Functional Manager
Construction Manager