

KENSA HEAT PUMPS LIMITED

JOB DESCRIPTION

Job Title: Programme Manager

Start date: Spring 2021

Workbase: Mount Wellington Mine, Fernsplatt, Chacewater, Truro, TR4 8RJ

Responsible to: Direct of Technical

Responsible for: Nil

Kensa Heat Pumps, part of the Kensa Group, is the clear market leader in the rapidly expanding ground source heat pumps sector and is well-positioned to grow dramatically as public concern, subsidy and regulation combine to drive the uptake in low carbon heating systems.

Ground source heat pumps take the place of fossil fuel boilers and deliver heat and hot water to all types of residential and commercial buildings. An ever-increasing awareness of the need to combat climate change is encouraging Government to introduce policies that will underpin the rapid growth. With a 40% market share, Kensa is already the dominant supplier and has well-developed plans to further strengthen its position and lead efforts to ensure ground source heat pumps quickly become a mainstream technology.

To support this ambition, Kensa is seeking a Programme Manager who can lead a wide variety of projects, programmes and initiatives.

Primary Job Purpose

To lead major projects, programmes and initiatives that deliver exceptional outcomes for all stakeholders.

Specific Job Tasks

- Creating agreed programme (project) plans including resourcing and budget requirements. These will be predominately research and development programmes to create new and improved products and services but may extend to the delivery of other projects as required.
- Working with stakeholders across the organisation to deliver programmes.
- Managing risks to a programme's successful outcome and initiating appropriate corrective action where necessary.
- Ensuring that programmes deliver exceptional outcomes for our customers and also internal stakeholders.
- Works with those seconded to the project to ensure technical, financial, regulatory, timeframe and process aims of the programme are met.
- Report on project/programme progress as required.
- To act as a positive ambassador for Kensa at all times.

Requirements Key Skills

- Strong interpersonal and communication skills with the ability to effectively interact with key stakeholders and colleagues at all levels.
- The ability to command respect and to create a sense of community amongst the members of the project teams
- Good knowledge of techniques for planning, monitoring and controlling programmes
- Sound business case development and approvals skills
- Good understanding of the procurement process including negotiation with third parties
- Good knowledge of programme and project management methods including MSP and PRINCE2
- Ability to grasp new concepts and ideas.
- Proficiency in Microsoft Office.
- Qualifications in MSP or PRINCE 2 are desirable.
- Experience planning and managing financial budgets effectively.

Personal Attributes

A collaborative and innovative personality who can inspire respect and confidence from colleagues and stakeholders.

Compensation Package Salary

£30-£40k per annum Location: Truro, Cornwall

Normal Working Hours – 37.5 hours per week.

Holidays: 20 days per annum plus Bank Holidays increasing to 25 days after five years' service