

## Project Control/ Project Manager M/F

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Company: Egis

Location: United Arab Emirates

Category: healthcare-practitioners-and-technical

### General information

#### Organisation

Egis is an international player active in the consulting, construction engineering and mobility service sectors.

We design and operate intelligent infrastructure and buildings capable of responding to the climate emergency and helping to achieve more balanced, sustainable and resilient territorial development.

With operations in countries, Egis places the expertise of its 18, employees at the disposal of its clients and develops cutting-edge innovation accessible to all projects.

Improving people's quality of life and supporting communities in their social and economic development, whilst drastically reducing carbon emissions and achieving vital net zero targets, that's our purpose.

#### Reference

#### Position description

##### Job title

Project Control/ Project Manager M/F

##### Contract type

Permanent contract

##### Job description

As a project manager, your main responsibility is to handle administrative tasks such as creating

progress reports, managing resources, sub-consultants contract management, scope creep, program schedule management, subcon payments, maintaining risk registers, creating dashboards, recording minutes of meetings, invoice tracking, managing variations, and closing project stages etc.

- You will ensure red flags are raised at the right moment for any anticipated issues, additional scope, mismanagement, or noncompliance to contract deliverables. Your role is to keep track of the project's health.
- Your duties also include collaborating with client project managers to review milestones and budgets, ensuring alignment with project objectives and client expectations in line with contract deliverables. You will conduct thorough research on risks, scope creeps, missing information, provisional sum activation, and documentation requirements pertinent to each contract and prepare a project execution plan accordingly.
- You will implement, monitor, track progress, and maintain robust detailed project planning and scheduling processes, leveraging engineering, procurement, and construction concepts for optimized project timelines and workflows. You will manage the project program with resources and cost-loaded to derive S curve.
- Assist in the preparation of contract strategy and tender documentation for the provisional sum items to activate by liaison with commercial and accounts team.
- You will analyze performance data to establish performance metrics, developing proactive risk mitigations to address potential challenges. Monitor changes in scope, contract variations, and delays, ensuring accurate recording, costing, and compare with contractual agreements. You will manage changes to project scope, schedule, design changes, and costs using appropriate verification methods in liaison with design, commercial & accounts team.
- Serve as a key liaison between client project management team, client-nominated consultants and stakeholders, representing the team's interests and ensuring smooth communication and collaboration throughout the project lifecycle. You will articulate project ideas to clients with clarity and persuasion, ensuring alignment with their objectives and expectations.
- Establishing and nurturing relationships with third-party vendors (Geotech, QS, Bathometric) for the flawless execution of projects. Build strong relationships with stakeholders, both internally and externally, and actively participate in business development activities to support organizational growth and success.

Create comprehensive project progress reports, offering insights and recommendations for

enhancing project efficiency and effectiveness to clients as well as in-house.

### **Profile**

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### **Position location**

#### **Job location**

Middle-East/North Africa, United Arab Emirates

#### **City**

Dubai

### **Candidate criteria**

#### **Minimum level of education required**

6-Engineers degree

#### **Minimum level of experience required**

Over 10 years

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