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Responsibilities

Being responsible for acting as project director for an established programme.

Managing the account management and client reporting.

Planning, managing, and monitoring the project, reporting any areas of concern in a timely manner, and you will recommend ways to resolve any issues as they arise and take ownership of them.

Complying with Mace processes and procedures and delivering our services in line with Mace core values.

Managing and being accountable for the delivery of the programme and projects.

Owning and providing all client liaison and reporting, supported by the wider team of consultants.

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Requirement
Creating and managing multiple procurement activities for a varied range of building works.
Communicating with all project parties/stakeholders and ensuring suitable records are maintained.
Working collaboratively and always in an inclusive manner.
Overseeing HSE rules and regulations and ensuring a proactive approach.
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