

Person Specification	
Job Title	HHRP Enabling Works Senior Project Manager
Grade	Band 8b
Division	Strategy & Transformation
Reports To	HHRP Programme Director

Criteria	Essential or Desirable Criteria	Assessment Method			
		A	I	T	R
Education/Knowledge and Qualifications					
<ul style="list-style-type: none"> Masters level Degree in construction related field or experience equivalent. 	E		X		
<ul style="list-style-type: none"> Specialist knowledge backed by extensive experience in the delivery of capital programmes. 	E		X		
<ul style="list-style-type: none"> Understanding of procurement options, contract management 	E			X	
<ul style="list-style-type: none"> Understanding of HTMs, HBN, Health and Safety at Work Act (1974) and associated legislation and how NHS projects should be completed. 	E			X	
<ul style="list-style-type: none"> Thorough understanding of the principals of construction procurement and delivery and an ability to evaluate and select the most appropriate delivery mechanisms 		D		X	
<ul style="list-style-type: none"> PRINCE 2 Practitioner Level. 		D	X		
<ul style="list-style-type: none"> HM Treasury Better Business case training. 		D	X		
<ul style="list-style-type: none"> RICS or CIOB accredited, or working towards, with relevant training to be chartered surveyor 		D	X		
<ul style="list-style-type: none"> Experience working as Healthcare Project Manager for a minimum of 5 years. 		D	X		
Experience					
<ul style="list-style-type: none"> Experience of a variety of project planning and programming techniques 	E		X		X
<ul style="list-style-type: none"> Proven track record of delivering to challenging targets. 	E		X	X	
<ul style="list-style-type: none"> Experience of leading and managing programmes, with considerable experience managing large capital schemes in the healthcare sector 		D	X		X
<ul style="list-style-type: none"> Previous experience of estates project management in the NHS or equivalent complex organisation. 	E		X		X
<ul style="list-style-type: none"> Experience of business case development for large or complex capital projects. 	E		X	X	
<ul style="list-style-type: none"> Experience of governance and business case approval processes. 	E		X	X	
<ul style="list-style-type: none"> Experience of managing and dealing with large construction and legal contracts. 	E		X	X	

• Demonstrable experience of operational management of budgets.	E		X			
• Experience of negotiating with private companies.	E		X	X		
• General working knowledge of NHS business case process and approvals.		D	X	X		
• Knowledge of the New Hospital Programme		D	X	X		
Key Skills						
• Able to work collaboratively with partner organisations and regulatory authorities.	E		X	X		
• Ability to influence and motivate staff at all levels to deliver challenging targets.	E		X	X		
• Proven negotiating skills and ability to communicate in challenging situations.	E		X	X		
• Ability to manage conflict	E		X	X		
• Manage own workload and use initiative to drive the project forwards.	E		X	X		
• Clear aptitude to engage with internal and external stakeholders and service providers and business partners to proactively manage the project.	E			X		
• Ability to analyse income and expenditure financial information rapidly and apply sound commercial acumen and sound technical knowledge to maximise value of healthcare estate	E			X		
• Ability to act autonomously in predicting and responding to site related problems to ensure mitigation of risk	E			X		
• Ability to understand and convey complex messages to a diverse audience at varying levels, including senior management, both within the Trust and in external organisations	E		X	X		
• Ability to work under significant pressure, to short deadlines and manage conflicting priorities whilst continuing to deliver high quality work.	E		X	X		
• Confident in the use of spreadsheets and project planning software.		D		X		
• Good written communication and analytical skills		D	X			
• Able to work independently and on own initiative.		D	X	X		
Aptitudes						
• Ability to develop effective working relationships with colleagues and the public		D		X		
• Demonstrate a commitment and recognition to the core values and beliefs of an employee of the NHS		D		X		
• Able to deliver on the NHS constitutional patient pledges and rights	E			X		
• Committed to high-quality patient care and patient experience		D		X		
• Respectful to and able to promote equality in opportunity, employment and service delivery		D		X		
• Committed to continuous professional development and personal growth		D		X		
• Able to ensure care of own health and wellbeing to promote improvements to physical and emotional wellbeing		D		X		

<ul style="list-style-type: none"> Ability to perform the requirements of the post to an acceptable standard 	E		X		
<ul style="list-style-type: none"> Demonstrates a positive and flexible approach in line with the changing nature of the Trust's service delivery model 		D	X		
<ul style="list-style-type: none"> Committed to the values-based principles of high-quality patient care to include compassion, care, competence, communication, courage and commitment in all aspects of service delivery 		D	X		
<ul style="list-style-type: none"> Leadership and management of a team within a project or programme 	E		X		
<ul style="list-style-type: none"> Ability to implement change involving large and complex change management 		D	X		

Assessment Criteria: A = Application, I = Interview, T = Test, R = References