



SEARCH SOLUTIONS

ITalent SA is a professional and highly ethical search firm that focuses on leadership and management positions as well as technical and specialist roles.

On behalf of our client, an international chemical group, we are looking for a dynamic and experienced

Project Manager Lead (M/F) (New industrial plant)

Summary

The Project Manager will oversee the planning, implementation, and tracking of a new chemical plant project Director of Contract Manufacturing. He/she will manage the specified deliverables as well as the allocated budget and will regularly update management on project progress.

Main Responsibilities

Planning

- Define the scope of the project with senior management
- Create a detailed work plan which identifies and sequences the activities needed to successfully complete the project
- Determine the resources (time, money, equipment, resources, etc) required to complete the project
- Develop a schedule for project completion that effectively allocates the resources to the activities
- Review the project schedule, cost, issues with senior management and all other staff that will be affected by the project activities; revise the schedule and activities as required
- Determine the objectives and measures upon which the project will be evaluated at its completion

Staffing

- In consultation with the appropriate manager(s), recruit, interview and select staff and/or volunteers with appropriate skills for the project activities
- Manage project personnel according to the established policies and practices of the organization

- Ensure that personnel files are properly maintained and kept confidential
- Ensure that all project personnel receive an appropriate orientation to the organization and the project
- Contract qualified consultants and/or engineering services (or other suppliers) to work on the project as appropriate

Implementing

- Execute the project according to the project plan
- Develop forms and records to document project activities; set up files to ensure that all project information is appropriately documented and secured
- Monitor progress and make adjustments as necessary to ensure the successful completion
- Establish a communication schedule to update stakeholders on progress including appropriate staff within the organization
- Review the quality of the work completed on a regular basis to ensure that it meets the project standards

Controlling

- Write reports on the project for management; communicate with funders as outlined in funding agreements
- Monitor and approve all budgeted project expenditures
- Monitor cash flow projections and report actual cash flow and variance to senior management on a regular basis (monthly/bimonthly)
- Manage all project funds according to established accounting policies and procedures
- Ensure that all financial records for the project are up to date
- Prepare financial reports and supporting documentation for funders as outlined in funding agreements

Evaluating

- Ensure that the project deliverables are on time, within budget and at the required level of quality
- Evaluate the outcomes of the project as established during the planning phase

Candidate Profile

- University Degree in Engineering: Mechanical, Chemical, Process or eventually Civil
- 5 to 10 years planning and/or management experience
- Proved experience as project manager leading projects above 100 Mio EUR
- Capable to work with authorities and in an international field
- Proficiency in the use of computers for: Word processing, simple accounting, data base management, spreadsheets, design software, MS project planning

Key competencies

- Ethics and Integrity
- Effective Communication
- Creativity/Innovation
- Foster Teamwork
- Positive Leadership
- Decision Making
- Organizing
- Planning
- Problem Solving

Please apply on our website: recrutement@i-talent.com together with your CV and motivation letter. Thank you.

Only applications via this e-mail will be considered for this recruitment. If you don't receive a reply to your application within 2 weeks, please consider that your file has not been shortlisted.