

Project Manager

Company – ASO

Site: Nasrec

Incumbent:

Date:

Signed:



Position Details

Job Title: Project Manager

Job Summary:

Play a vital role in the planning, execution, and successful completion of diverse projects. Collaborate closely with cross-functional teams to deliver projects on schedule, within budget, and in line with specifications. Demonstrate strong technical expertise and clear, effective communication. Lead and drive project initiatives from the ground up through completion. Bring proven experience in construction environments. Possess strong familiarity with construction sites, site operations, industry standards and construction foundational activities like mixing concrete and installing formwork

Direct/Indirect Reports:

Principal Process Engineer

Role Competencies

- Strong verbal and written communication skills
- Excellent organizational and time-management abilities
- Demonstrated leadership and team coordination skills
- Minimum of 3+ years' experience in a Project Management role
- At least 5 years of hands-on experience in construction environments

Position Responsibilities

- Collaborate with HoD's, and other stakeholders to develop project plans and timelines.
- Conduct risk assessments to identify potential project constraints and develop mitigation strategies.
- Coordinate and oversee the design, procurement, and construction phases of projects, ensuring compliance with industry standards and regulations.
- Manage project budgets, track expenses, and provide regular progress reports to stakeholders.
- Monitor construction progress, address any issues or concerns, and ensure adherence to safety protocols.
- Act as a liaison between internal teams, external contractors, and HoD's to facilitate effective communication and resolution of project-related issues.
- Conduct post-project evaluations to assess lessons learned, identify areas for improvement, and implement best practices for future projects.
- Oversee construction activities across all project phases, from design and procurement through on-site execution and completion.
- Ensure construction work complies with engineering standards, safety regulations, and approved designs while maintaining quality and schedule control.
- Utilise hands-on construction site experience to resolve technical issues, coordinate contractors, and drive efficient project delivery.
- Oversee and coordinate formwork installation activities to ensure structural accuracy and compliance with design specifications.
- Manage and monitor concrete mixing, pouring, and curing processes to ensure quality and adherence to project standards.

Qualifications

Qualification in further Project Management courses is advantageous. As well as a minimum of 5 years' experience in working in construction.

Skills and Attributes

- Project Management
- Technical Proficiency
- Problem solving
- Communication
- Leadership
- Teamwork
- Attention to detail
- Time management
- Adaptability
- Risk management
- Regulatory compliance

Key Performance Indicators

- Project Timeline adherence
- Budget Management
- Quality Assurance
- Safety Performance
- Project closure/ handover
- Food safety and Quality culture