

## VACANCY

# Head of Projects - Aberdeen

Are you ready to lead a high-energy, expanding projects team? Do you thrive on shaping the way things are done? If you're an organised and outgoing professional seeking the opportunity to manage projects from planning to execution, we have the perfect role for you! If you are ready to take charge and make a significant impact, apply now to become our Head of Projects.

### Key Responsibilities //

- Lead and manage the project team to ensure successful delivery within specified time frames, budgets and quality standards.
- Collaborate with various departments, including Production, R&D, Supply Chain, Logistics, and Finance, to execute projects successfully.
- Develop and maintain efficient delivery methods in collaboration with R&D and Production to enhance profitability.
- Monitor project progress, address issues and prepare regular progress reports for internal stakeholders and clients.
- Prepare, review and close out project documentation in a timely manner.
- Utilise project management tools to track progress, working hours, budget, plans and costs.
- Ensure adherence to health and safety guidelines and robust project documentation across all projects.
- Investigate and account for any deviations from budgeted man-hours.
- Provide input into technical and financial proposals with the Proposals and Sales teams.
- Mentor junior and intermediate staff, and oversee subcontract management in conjunction with Production and Supply Chain teams.

### Skills & Experience //

- Engineering or project management qualification.
- Preferable background in Electrical/Instrumentation engineering.
- 5 years of experience in a similar role within the energy industry.
- Proficient in the Microsoft Office Suite.
- Strong organisational skill and planning skills.
- Excellent written and verbal communication.
- Ability to work under pressure and meet deadlines.
- Detail-oriented.
- Effective prioritisation and time management skills.
- Collaborative team player with the initiative to work independently.
- Capable of making constructive recommendations for business improvement.

### Benefits //

- 28 Days Holiday, increasing with years of service.
- 5% Employer Pension Contribution
- Hybrid Working
- 35 Hour Week

To apply, please send a copy of your CV to  
[charlotte.hope@ik-worldwide.com](mailto:charlotte.hope@ik-worldwide.com)