

## MIDLAND EXPRESSWAY LIMITED

### JOB DESCRIPTION

**Job Title:** Motorway Operations Project Manager  
**Responsible to:** Director of Motorway Operations  
**Role length:** Offered initially on a 12-month fixed term contract

#### **Purpose of the job:**

- To lead and manage a range of different projects to enable the business to enhance operations, increase value and efficiency from the M6toll.
- Support the Operations Director to oversee the activities conducted by the Motorway Operations Department, particularly strategic planning and managing complex relationships with multiple stakeholders.
- You will play an integral role in shaping the way projects are scoped and delivered.

#### **Key Tasks / Job Areas:**

- Deliver projects and monitor delivery against the agreed programmes and monitor budgets and expenditure as defined/discussed with the Operations Director. Projects will likely cover a broad range of areas, i.e. Civils works, supply chain, road improvement assessments, revenue enhancement opportunities, digital projects and implementation plans.
- Engage with employees across the organisation and external stakeholders as required to deliver the projects
- Lead workshops/meetings for internal and external stakeholders as required on projects
- Support in the development and evolution of Supplier performance management
- Manage the performance of Suppliers for the Motorway Operations Department, ensuring on track, to time and budget
- Proactively identify projects/initiatives that could help the operations department and other departments operate more efficiently and effectively.
- Regularly engage with the Operations Director to align on projects/activities and the strategic activities and any other duties associated with this position as assigned

#### **Skills and Qualifications:**

- Qualified to Graduate level or associated work experience (an Engineering or equivalent discipline would be advantageous)
- Proven project management experience would be beneficial
- Good understanding of financial management
- A decisive and calm nature, with excellent written and verbal communication skills
- Strong capability across Microsoft office products, particularly Outlook, Excel, Word and Powerpoint
- Able to work autonomously to manage your own time to deliver all of your projects efficiently with excellent time management skills
- Proven ability to analyse and interpret data and information from a variety of sources
- Able to work effectively with a broad range of people, both internal and external
- Experience of developing and refining processes and process improvement
- Proven project management experience would be beneficial
- Reliable and flexible, with a strong work ethic
- Experience of working with consultants would be desirable
- Experience of working with statutory bodies