
POSITION:	Operations Project Manager
AREA	Operations
REPORTING TO	Regional Operations Manager (London)
LOCATION:	STGP Head Office, Radford, Oxfordshire and mobile site based

ROLE SUMMARY:

The Operations Project Manager's role is primarily, a support function to facilitate the overall project delivery implementation and continuous improvements to the STGP operation function.

The role will be centred around operational projects to build upon, develop and deliver a wide variety of operational improvements including PAS 100 and PAS110, site harmonisation, safety, compliance, efficiency, recording, managing and developing data capture. Your contribution will allow projects to be developed, owned and then delivered with a methodical approach which results in the project being handed on to the rightful Severn Trent Green Power Division.

KEY ROLE RESPONSIBILITIES:

- Project implementation is the primary element of the role and will range from smaller task type projects through to larger projects that run in the background. Larger projects are likely to require research, operational knowledge, training, advice, guidance and support to achieve the desired outcome and will be primarily led by you with the support of the Operations Director, Regional Operations Managers and Compliance Team.
- Project implementation will also require a sound business benefit and justification so attributing factual numbers alongside a collation of data will be critical.
- Ensure that any projects and their implementation consider the avoidance of strategic business risks as well as implementation of new, or regulations or legislation.
- Undertake, manage and implement the transition of the current manual paper process of MCC books into an electronic fit for purpose process that enhances the day to day reporting to the wider operational team.
- Management of deployments across Greenwaste as well as continued data collection of samples and follow up and close out any actions where required from EA Car forms with the relevant managers.
- Consistent approach to the upskilling of Operational Managers, Managers and Supervisors to ensure knowledge and practice of current legislation is trained throughout.
- Ongoing development of driver inductions across all operational sites.
- Contribute and participate at weekly Operational meetings with updates on current projects and findings
- Ensuring that communication between departments and operational sites is ongoing and utilised to maintain an environment of continuous improvement.

REMUNERATION & BENEFITS:

- Competitive Salary
- 25 days holiday + 8 Bank holidays with the option to purchase additional leave
- Annual company bonus scheme (linked to key performance indicators)
- Company pension scheme
- Occupational health cover
- Comprehensive flexible benefits scheme including Gymflex, Electric car salary sacrifice scheme, Dental and Critical Illness Insurance and our Technology Scheme where you can spread payment for a variety of Technology purchases
- Sharesave scheme - A chance to save up to £500 per month for three or five years, with the option to buy Severn Trent Plc shares at a discounted rate

Green Power

HERE'S WHAT OUR IDEAL CANDIDATE LOOKS LIKE

Essential Experience

- High level of accuracy and professionalism with an eye for detail.
- Innovative, continually improving what they can deliver
- Enjoys contributing and working in a team environment and contributing at a management level.
- A good manager of their own time who will take ownership for completion of their work and cascaded tasks and projects.
- Ability to form strong working relationships
- Rigorous analytical and strategic approach.
- Full UK driving license.
- Willingness to travel

Preferred Experience

- NEBOSH National Standard or Health & Safety certificate
- Knowledge of regulatory requirements for EA, ABP, HSE, RHA & PAS.
- Experience of working within a Operational team and remote working
- Familiarity with ISO Business Management Systems.
- Proficient Word, Excel, PowerPoint and Outlook, googlesheets

Desirable

- EPOC – Environmental certificate
- Relevant Wamitab qualifications where applicable, can obtain relevant qualification as part of the role
- Transport compliance experience – RHA conferences, Seminars, attendance of relevant CPD level training courses.

Capabilities

In order to succeed in this role, it is expected that you will have:

- Passion for operational improvements in both safety, compliance, efficiency, recording, and reporting
- Be resilient, confident, enthusiastic and influential.
- Be an effective team player
- Communicate excellently and confidently to different groups in verbal and written form
- Strong analytical approach and a high level of competency in Excel.