

Programme Manager

Green Energy Options (geo) are looking for an enthusiastic Programme Manager to join their growing team. Based just outside Cambridge, geo prides itself on its friendly and supportive workplace that promotes diversity, embraces inclusion and cultivates respect for all individuals. geo has an energetic, positive working culture, with fantastic benefits including 25 days annual leave, continuous training and development opportunities, access to a free staff punt boat, 5% employer pension and much more!

Reporting to the Chief Operations Officer

Our Business

Based in Cambridge (UK) Green Energy Options (geo) specialise in the design, manufacture and support of energy management display and information systems for domestic markets across Europe. Our focus is helping consumers understand and manage their domestic energy and water consumption. As such we design, manufacture and support consumer products. Established in 2006 geo is now one of the leading home energy management system companies in the world having sold over 5 million systems. We are listed in the Sunday Times Tech Track 100 fastest growing UK tech Companies for a third year running and in 2017 we won a Queen's Award for Enterprise: Innovation. With major contracts to supply the UK smart metering programme, multiple connected home contracts and a growing distribution channel the company is continuing to experience substantial growth.

Responsibilities

We are looking for a hands-on programme manager, with strong business acumen; who can run projects as well as operate at a senior level and line manage a team.

Your typical responsibilities will be:

- Cross Project coordination, priority setting, risk management and decision making to achieve the goals of the respective Programmes
- Ensuring the delivery of new products or services from projects is to the appropriate level of quality, on time and within budget, in accordance with the plan
- Building strong relationships with internal and external stakeholders
- Initiating extra activities and other management interventions wherever gaps in the programme are identified or issues arise
- Ensure project governance is applied to all projects and updating the governance processes as required.
- Verify and validate the program, ensuring adherence to standards and alignment with the vision.
- Ensure there are regular reviews, there is accountability, and that management of projects, stakeholders and suppliers is in place.
- Operate and run geo's Programme Board

- Line Manage a small team of Project Managers and work with COO to appointment projects to Project Managers
- Manage resource requirements and report to the Programme Management meeting on any misalignments between resource availability and requirements
- Ensure that component parts fit together properly to make the intended whole. Optimize performance across the program value chain, functionally and technically.
- Act as a Project Manager for agreed projects

What you need for this position

- Detail orientated approach
- Experience in the embedded software industry (desirable)
- Significant experience managing documentation and project metrics
- Experience running projects using Agile
- Exposure to ISO9001 regulations (desirable)
- A good degree in a relevant subject or demonstrably excellent technical skills and knowledge
- Problem solving skills
- Experience of line management (preferred)
- Strong interpersonal skills and analytical mindset
- Strong written and verbal communication style

Applications

To apply for this position please email your CV with a covering letter outlining why you are interested and what you can bring to this role together with your salary expectations and availability to our HR team at recruitment@geotogether.com

