

Office: 12 Field End, Crendon Industrial Park, Long Crendon, Bucks, HP18 9EJ

Job Vacancy – Project Manager (Lighting Control)

The Role

The candidate will be responsible for managing lighting control projects, taking client drawings and detailing them for lighting control technical submission, installation and for external contractors. At times, researching the best control products for the project may be required along with demonstrating the lighting control solution before final delivery. The role includes liaising with other team members and third-party contractors or consultants in order to co-ordinate design details and resolve technical issues in advance, thereby supporting and ensuring each lighting control project is delivered in the most efficient way and to the highest quality standard.

Key Responsibilities

- Responsible for design and build of lighting control systems.
- Attend client sites and facilitate systems integration alongside our lighting control systems.
- Carrying out design tasks based on clients brief.
- Produce detailed drawings for sub-contracted components.
- Produce equipment location drawings and schematics for site installation staff/ contractors.
- Support other staff with client approval documentation.
- Responsible for ordering project components.
- Attend client/ contractor site meetings.
- Pre-program and testing of lighting control systems in the workshop, with suitable training.
- Prepare site documentation such as progress reports, task lists and site manuals
- Provide onsite and offsite support and advice to maintenance contract clientele.
- Responsible for other team members when required.
- Work with other staff to generate future project enquires and to develop the growth of the company.

Required Skills & Experience

- Support client projects by developing detailed designs and specifications according to strict deadlines and to work within budgets.
- Have some lighting and/or programming and systems integration experience
- The experience of working both independently and in a team is important, ability to effectively manage, prioritise and execute tasks in a time-constrained environment is crucial, as are strong interpersonal skills.
- Provide technical assistance to all customers, on all lighting control and technology products, via phone or e-mail.
- Ability to multi-task and work on a number of projects at once.
- Demonstrate excellent computer skills in MS Office suite, CAD or other visual software will be required.
- Positive 'can do' and friendly attitude to problem-solving and continuous improvement.

Would be Advantageous

- Good working knowledge of AutoCAD drafting and annotating and/or proven experience of other design packages.
- Relevant experience within the building and lighting industry.
- Have an understanding of intelligent & generic lighting technology, control systems, rigging techniques, power distribution and data distribution.

Other Requirements:

Travel to client/ projects sites (local, regional, national and international) will be required including attending meetings with clients/ contractors and carrying out on-site work, therefore candidates will need to have a full driving licence.

Due to the nature of some client projects being in the retail sector, working hours will include evening and weekend work.

Candidates must be eligible to live and work in the UK without visa restrictions. Salary: We are always keen to reward the skills and experience an employee shows us and so we assess and offer a favourable salary and benefits once a candidate has been identified as being suitable for the role and based on their experience.