

CAREER STRUCTURE - PROJECT LEADER

The Project Leader has the option to follow the 'Project Management' or 'Management' career routes.

The 'Project Management' career route is for those individuals with project management skills, which they use to manage projects including the coordination and control of people, business processes, tasks and other resources.

Career Entry Points

- Recruitment of school/college leaver or employee to serve Advanced Apprenticeship
- Internal promotion of Craftsmen or Senior Operator
- External recruitment of Supervisor/Team Leader
- Advancement from the Apprenticeship or Advanced Apprenticeship

Project Leader Job Role

- Ensures day-to-day project tasks run smoothly.
- Ability to lead and motivate the project team in the determination of project requirements and the effective use of resources.
- Efficiency at managing people and administration, and exhibits the characteristics of tenacity and being able to get the job done.
- Understands project procedures and processes and leads project team's agreed working methods and procedures.
- Effective communication skills.

Qualification and Competence

- Academic - relevant HNC or Technical Certificate or equivalent at National Qualification Framework (NQF) levels 3 or 4
- Work-based competence - N/SVQ Level 3
- Generic skills - Key Skills Level 2

Personal Development

- Eligibility for associate membership of relevant professional institution.
- Broadening the range and depth of skill specialisation and knowledge by ongoing and active Continuing Professional Development (CPD).
- Short course attendance - managerial, technical and safety updates to meet personal and business needs.