

# Job Overview:

## Project Manager

<b>Job Title:</b> Project Manager	<b>Location:</b> King's Cross, London	<b>Company:</b> Gratte Brothers   Security Systems & Software
<b>Reporting to:</b> Key Accounts Manager		

### Job Purpose:

The Project Manager for Gratte Brothers | Security Systems & Software is responsible for the end-to-end management and successful delivery of single or multiple security systems projects valued between £100k and £3m. Projects will range from £100k to £3m and systems will include but not be limited to CCTV, Access Control, IDS, PA, Intercom, Radio, IP Networks, BMS, traffic management including barriers and road blockers. The role ensures projects are delivered safely, on programme, to the highest quality standards, and at or above target profit margins, while maintaining full compliance with company, client, NSI and legislative requirements. Acting as the primary point of contact for clients, the Project Manager leads and coordinates design, installation, commercial performance, health & safety, quality, commissioning and handover activities, while also supporting, supervising and developing less experienced engineers to strengthen team capability and performance.

### Key Areas of Responsibility:

- Manage the end-to-end delivery of single or multiple security systems projects, ensuring completion to agreed programme, quality standards and profit margins.
- Act as the primary point of contact for clients within the team's portfolio, maintaining effective communication and strong working relationships.
- Ensure full compliance with company procedures, NSI standards, client-specific requirements and all relevant legislative obligations across all projects.
- Manage and monitor project financial performance, including cost control, forecasting and the production of regular financial reports to senior management.
- Identify, propose and implement value engineering opportunities in consultation with senior management.
- Lead and manage Health & Safety delivery on all projects in line with company procedures, client processes and statutory requirements.
- Oversee project teams to ensure high standards of design coordination, installation quality, commissioning and handover.
- Ensure all required project documentation, drawings and records are produced, controlled, approved and issued in accordance with project and company procedures.

- Provide regular progress reporting covering Health & Safety, programme, technical, commercial and design matters for both internal and external stakeholders.
- Resolve technical, commercial and operational issues in collaboration with Contracts Management, Regional Management and Technical Services.
- Manage project resources effectively, including coordination of project team diaries to meet programme and client expectations.
- Ensure all projects are fully handed over to the maintenance department with complete and compliant documentation.
- Identify training needs within the delivery team and support the supervision, mentoring and development of less experienced project engineers.
- Support the Sales and Marketing teams in maintaining and developing relationships with existing and future clients.

*This is a broad overview of the position and does not encompass all aspects of the role.  
Gratte Brothers are an equal opportunities employer and welcome applications from all.*

**Knowledge & Experience:**

- Proven experience managing the delivery of security systems projects, including CCTV, Access Control, IDS, PA, Intercom, IP Networks, BMS and related infrastructure.
- Experience developing client or internal designs into fully approved contract documentation.
- Strong capability in producing costed pre-construction, construction, commissioning and handover programmes aligned with wider construction programmes and other trades.
- Demonstrated experience producing and managing all contractual documentation required for successful project delivery.
- Experience representing an organisation at all stages of the project lifecycle, including bid, pre-start, progress, technical and commercial meetings.
- Proven ability to manage challenging situations, resolve conflict and maintain professional relationships on complex projects.
- Experience producing high-quality project reports for internal management and external clients.
- Strong knowledge of quality standards, legislative compliance and best practice installation methodologies within the security systems industry.
- Experience managing drawing production, technical approvals and sign-off processes throughout the project lifecycle.
- Proven ability to coordinate multidisciplinary teams and stakeholders effectively.

**Attributes & Skills:**

- Strong communication skills, with the ability to communicate clearly and professionally both verbally and in writing.
- Demonstrates a positive, professional manner at all times while representing the company.
- Proactive in identifying opportunities for personal development, training and increased operational exposure.
- Resourceful and adaptable, with the ability to acquire new technical or operational knowledge as required.
- Maintains up-to-date knowledge of relevant technologies, tools, systems and industry best practices.

- Comfortable using business applications, project management software and reporting tools.
- Actively shares knowledge, best practices and technical developments with colleagues to enhance team performance.
- Continuously seeks ways to improve processes, expand job capability and enhance overall project delivery performance.