

Job Description

IT Project Manager

Each year BCA sells over 1 million used vehicles, ranging from nearly-new and ex-lease stock to budget and older product. The company goes beyond selling vehicles for customers, providing complete remarketing solutions that may comprise vehicle document management, defleet and inventory management services, vehicle inspections and logistics, vehicle smart repair and valeting, physical auction and online sales, training and more.

BCA's Group IT function is based in Farnham and provides group-wide shared services, including the delivery of IT Projects.

Main purpose of job:

The BCA Group IT Project Managers are responsible for scoping, securing resource, planning and implementation of initiatives within Group IT. Key to this is the ability to lead, organise and motivate a multi-disciplinary, temporary project team to deliver high performance and excellent results. You will own the delivery of IT Projects from end-to-end and take full responsibility for success or failure. You will be responsible for delivery of a winning plan with no excuses.

You will form your team using principles appropriate for the initiative, relying on clear, frequent communication and measurable iterations of progress. You will be capable of leading and coaching your multi-disciplinary team (including Infrastructure Engineers, Developers, Testers, Designers, Business Analysts and any other business discipline as well as 3rd party suppliers) and possess the gravitas, credibility and influencing skills to motivate this team to complete work according to schedule and quality requirements, inspiring excellent results without having line management responsibility for the members of the team.

You will be driven and outcome oriented with a positive outlook and dogged determination to get your project over the line and transitioned effectively to live operations. You will focus hard on the removal of impediments that might prevent you from doing so.

You will be an exceptionally strong communicator, equally able to work with a team which may be geographically and organizationally spread as with busy stakeholders, with whom you will establish a direct relationship of mutual trust and respect. You will be able to easily interpret and convey complex concepts and ideas to the team and to non-technical stakeholders.

To be considered for this role you should have a solid understanding of Traditional as well as Agile Project Management methodologies, values and procedures in addition to having strong motivational management / team leadership skills with the ability to get the best out of the project team.

This is a great opportunity if you are either an experienced Project Manager or someone who shows clear leadership potential in their current role and is looking to take their career to the next level.

Main Responsibilities:

- Lead the scoping, planning and delivery of IT Projects, including securing finance, articulating, understanding and documenting business requirements, compiling business

cases and compiling technical documentation as part of the handover to live operational teams.

- Work with internal technical and operational staff and 3rd party suppliers to achieve successful project delivery and transition into live operations.
- Take ownership of every contributing aspect of Project delivery including, as appropriate, appointment and management of suppliers.
- Using the tools provided by both Agile Project Management and traditional Project Management, apply the best tools at the right time to achieve project success.
- Enable close cooperation across all roles and functions in the team and remove impediments as they appear.

Working Hours

Monday to Friday 9.00am – 5.30pm

Essential Criteria

- Project Scoping, Planning, Management and Closure – you will define project scope with the assistance of the right team to do so. You will identify the deliverables for the project and will work with the team to break those down into tasks that the team can commit to and deliver in a measurable manner. You will work with the team to identify and manage delivery risks and you will create and lead a culture within the team to enthusiastically identify opportunities for improvement in team performance. You will engage Operational teams at the earliest opportunity to work as part of the Project team and facilitate an effective handover to live operations.
- Team management – you will assist with development of members of the team but you will hold teams and their members accountable for their commitments. You will actively elicit impediments from the team and own the removal of those impediments.
- Stakeholder support - You will develop and maintain a close relationship with your Business Sponsor and will take a clear lead in helping them to manage their wider stakeholder group. You will represent a “safe pair of hands” for your Business Sponsor on any given project, progressing at the rate expected by and communicating readily with the Business Sponsor, whilst at the same time not hesitating to seek support from your Business Sponsor if you come across an impediment you can’t remove on your own.
- Community of Practice contribution – You will be an active member of the IT Projects Community of Practice, helping to define and continuously improve the process for delivery of IT Projects.
- Building and inspiring teams – You will be skilled in bringing together potentially disparate groups of people who may not necessarily have worked together before and will be able to unite them behind a shared goal under your leadership. Influencing skills and emotional intelligence will be critical in this regard.

Desirable Criteria

- Clear understanding of Agile methodologies as well as traditional Project Management methodologies.
- Ability to coach / manage teams.
- Understand fundamentals of iterative delivery.
- Understanding of technology projects including software and infrastructure engineering.
- Excellent communication skills.
- Be facilitative – must be able to lead and demonstrate value-add principles to the teams.
- Attitude of transparency – have the desire to bring disclosure and transparency to the business about delivery and grow business trust.
- Attitude of empowerment – must be able to lead a team to self-organisation and encourage teams to take ownership of the project deliverables.
- Situationally aware – must be the first one to notice differences and issues as they arise, resolve them and if necessary elevate them without hesitation.
- Experience in the automotive industry.

Working for BCA you will receive;

Benefits include a minimum of 31 days holiday Inc. Bank Holidays

Company pension scheme

Bonus Scheme

Company mobile phone

Car Allowance

Internal promotion as much as possible

Free parking onsite

Cycle to work scheme

Subsidised restaurant that delivers

Reward scheme that offers online and high street discounts

If you're looking for a career that has great teamwork, training, rewards, long-term scope and is going places - apply now!

To apply please email your CV to recruitment@bca.com