

At Bellapart we are experts in the design and construction of bespoke steel and glass structures, façades and complex building envelopes made from glass, steel, aluminium and other high-tech materials. For many years, Bellapart has invested in equipment, technology and R+D in order to develop and deliver groundbreaking projects, providing the highest level of quality and performance to our clients.

The company was established in 1939 and are family owned in the 3rd generation. Bellapart's HQ are located in Catalonia and over the past years subsidiaries in other markets including UK, USA and France were established.

Project Manager

JOB SUMMARY AND MISSION

Managing and coordinating the project requirements on a daily basis through the design, fabrication/procurement and site delivery process. Attending regular meetings with the Professional team through the project phases. Producing regular project updates to Project Director and Bellapart management.

MAIN RESPONSIBILITIES

- To deliver projects on time and in accordance with Employers' requirements.
- To pursue the project production process in accordance with the program.
- To cost control the project, raise payment applications as required.
- To provide regular updates to Bellapart management.
- To obtain approval from the Clients team prior to commencing production.
- To manage the supply chain in order to ensure deliveries of materials at the required quality, in accordance with agreed time scale and price.

KEY QUALIFICATIONS AND SKILLS

- Industrial Engineer, Civil Engineer, Architect, Technical Architect or similar.
- Minimum experience of 5 years in the built environment industry.
- Knowledge of the building design process from concept to completion.
- Contractual and commercial awareness.
- Understanding structural concepts, building physics and philosophy of lightweight structures.
- Ability to deliver on time and the required quality.
- Proven ability to communicate clearly and concisely verbally and in writing.
- Knowledge of fabrication systems including, quality control methods and typical fabrication processes of glass and metals.
- Experience of site installation procedures including H&S documentation, temporary works and installation methods as well as site quality control.
- Familiar with typical office software such as MS Word, MS Excel and MS Outlook.
- Proficiency in English and French or German.
- Willing to travel frequently