



JOB DESCRIPTION & COMPETENCIES

EMPLOYEE NAME	TBC
POSITION DESCRIPTION	Graduate Project Manager
OPERATIONAL AREA	Projects

Designed, engineered, and manufactured in the UK, Indra offers the best smart charging products on the market using pioneering, patented technology. With industry leading reliability, Indra's high-quality, high-performance EV smart chargers are easy to install and operate; and are already in use in thousands of home and commercial locations worldwide. Its products are not only smart for customers, but also deliver maximum results for the grid and minimum impact on the environment.

Indra was founded in 2013 on a mission to create the smartest way to power EVs (electric vehicles). With its design, R&D, engineering, and manufacturing operations based in Malvern, this British company has fast become a leading EV and smart energy technology business. It is creating tomorrow's sustainable energy ecosystem today through the use of pioneering technology that integrates the car, the home and the grid.

Indra has designed a range of innovative EV chargers that offer more convenient, reliable, cheaper and sustainable EV charging capability. The company has also developed the first viable bi-directional V2G (vehicle to grid) charger which allows power to flow both ways, enabling users to control the flow of energy to where it's most needed. This revolutionary technology means customers are able to access energy when needed and at its cheapest and most sustainable, and it also assists the grid in balancing energy load and demand.

By working with carefully selected professional installer networks, Indra's high-quality, high-performance products are easy to install and operate; and are already in use in thousands of home and commercial locations worldwide.

Benefits available to Indra's employees include:

- 25 days pro rata annual holiday allowance in addition to bank holidays
- Social events
- Wellbeing, Health & Safety and Green Forums
- Mental Health First Aiders

01684 770 631

hello@indra.co.uk

www.indra.co.uk

Unit 1, Sentinel House, Sparrowhawk Close,
Enigma Business Park, Malvern,
Worcestershire, WR14 1GL



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KEY RESPONSIBILITIES

- Support the project team in the delivery of projects, ensuring suitable methods are in place to track project status and performance and quality
- Manage delivery teams to achieve meeting project deadlines and objectives
- Support on the definition and management of project scope, schedule, quality, and resource requirements
- Identify issues that arise through project execution and assist in deploying appropriate responses
- Support the project team in managing project risks and opportunities, developing and implementing appropriate response plans
- Manage project financial performance reporting
- Support the PM team contacts with customers, managing their feedback and satisfaction with the finished project
- Create and support relationships with project subcontractors
- Support project engineers by coordinating and facilitating delivery of external project milestones
- Support for regular project performance reporting to the Head of Projects Manager and Management Team
- Support the bid process for future work, identifying how new work might fit within the existing program
- Actively participate in lessons learnt activity's

KEY COMPETENCIES

ROLE SPECIFIC COMPETENCIES

- Working towards a relevant degree in Project Management in an Engineering or Production Environment
- Working towards Project Management Qualification/Certification desirable
- Excellent verbal and written communication skills
- Excellent stakeholder management skills
- Working knowledge of Microsoft project
- Familiarity with a range of current project management techniques and approaches including Agile
- Interest in driving forward an innovative business working in a rapidly-growing market

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