

JOB TITLE: Business Transformation Project Manager

REPORTS TO: Head of Business Transformation

RESPONSIBLE FOR: No direct line management responsibility

One Accent

Be part of our journey as we move towards a culture of continuous improvement, where we prioritise clarity, consistency and collaboration in everything we do. This is a role where you can lead, participate, and take ownership of meaningful change. Your efforts will drive the collaboration and clarity needed for us to succeed.

Help us shape our future by bringing your experience to play a crucial role in driving forward the One Accent ways of working and delivering on our corporate strategy. Your contribution will help us build on our strengths and address key areas of improvement, ensuring we are always putting our customer needs at the centre of all we do. Together, we are creating a culture that values teamwork and accountability.

As a Business Project Manager, a summary of your role involves:

This role will report to the Head of Business Transformation and will be responsible for overseeing the planning, implementation, and execution of priority projects within the Group.

Working closely with cross-functional teams, stakeholders, and external partners, you will ensure that data migration and cloud projects are delivered on time and budget, using agreed project governance, and meet the defined objectives. You will also act as coach to colleagues who are delivering projects and ensure your outputs contribute to the overall success of our transformational initiatives.

Outcomes Sought:

Project planning and management:

- Develop comprehensive project plans, including scope, timelines, resources and budget requirements.
- Coordinate with stakeholders to define project objectives, deliverables and success criteria.
- Establish clear project governance structures and communication channels which align with agreed internal frameworks.

Execution and Monitoring:

- Leading data projects in migration to and management in the cloud
- Lead project execution, ensuring adherence to timelines and milestones.
- Monitor project progress, identify risks and issues, and implement mitigation strategies.
- Conduct regular project status meetings and provide updates to stakeholders and SLT.



- Act as oversight and coach for projects being run by other colleagues where support may be needed.

Stakeholder Engagement:

- Collaborated with internal teams and colleagues to ensure alignment and support for project objectives and methodologies.
- Manage relationships with key stakeholders addressing concerns and managing expectations effectively.
- Facilitate change management activities to support the adoption of new processes, systems or initiatives.

We want our people and our customers to be proud of the services and homes we provide and you have a key part to play in this.

What you'll bring:

We'll expect you to be part of the team and deliver your service in line with our values and behaviours

Our Values



The must haves:

- Experience with project management in data project with Azure, AWS or Google Cloud
- Proven experience of project managing cross-functional large-scale projects, preferably within the housing or real estate industry.
- Excellent knowledge and experience of using different project management methodologies (e.g., Agile, Waterfall) and applying the governing principles.



- Significant experience of overseeing the full project lifecycles within both digital implementations and business process improvement projects (or workstreams of both technical and process implementation).
- Experience working in a busy, fast-paced environment, delivery of complicated large volume of projects on time and budget.
- Experience of working within a PMO environment, supporting the adherence of guidelines and reporting back on projects.
- High level of proficiency in PMO tools, particularly MS Project and JIRA, as well as high proficiency in MS Office suite.
- Demonstrated experience in stakeholder management and building collaborative relationships, including strong influencing skills with ability to gain buy-in from challenging stakeholders.
- Proven experience of implementing change management, including having delivered training, driven adoption and closed out projects.
- Experience delivering presentations to colleagues of all levels with proven ability to effectively communicate complex and/or technical information to both technical and nontechnical audiences.
- Excellent verbal and written skills.
- Project Management qualifications, such as Prince 2, APM or PMI are preferred.

We all have our part to play

- We're committed to our vision and demonstrate behaviours which are in line with our core values.
- We ensure that all aspects of our work are delivered with a customer focus to all internal and external users in line with our internal/external service offer.
- We uphold our commitment to inclusion, equality and diversity.
- We're aware of our personal responsibilities regarding health and safety, and ensure that our Health & Safety policies are adhered to in all aspects of our work.
- We treat all data with respect, ensuring we only use it for the correct purpose and is handled safely and securely.
- We promote and achieve Value for Money (VfM) within our areas and across the organisation.

This job description is intended to give the post holder an appreciation of the role envisaged and the range of duties and responsibilities to be undertaken. It does not attempt to detail every activity. Specific tasks and objectives will be agreed with the post holder at regular intervals. The post holder will be required at all times to perform any other reasonable task, as requested by the Line Manager in order to meet the operational needs of the business.

We are aiming to run virtual interview for successful candidates between 24th and 30th April 2024, with a short-list being invited to an in-person interview in early May. The final interview stage may include a request for a short analysis and presentation on a business-related topic.

