

Current Employment Opportunities

Full Time Staff

We are always open to exceptional talent. If you are looking for a full time opportunity please send a CV/Resume to permanentstaffapplications@maxwellstamp.com marking it clearly as "Enquiry for full time staff position".

Current Vacancies:

I. PROJECT MANAGER/SENIOR PROJECT MANAGER2

Current Employment Opportunities

Full Time Staff

I. Project Manager/Senior Project Manager

International Development

Maxwell Stamp is one of the world's leading international consultancies. We have a respected name built up over 50 years in over 170 countries.

We are seeking experienced project managers to join our expanding Project Management Unit which has responsibility for the delivery of our international development projects to the highest standards and within agreed timeframes and budgets.

Based in our London office, the role will involve taking the lead role on a number of assigned projects, as well as supporting other projects as required. The key responsibilities of the project manager include:

- Negotiating and managing client contracts and subsequent amendments
- Contracting and management of consultants and service providers
- Activity planning, monitoring and management of work programmes and project teams
- Budget planning, forecasting and financial oversight
- Quality assurance of deliverables, technical documents and management reports
- Risk management and finding solutions to complex issues
- Relationship management with key project stakeholders

This position will entail overseas travel, often required over weekends, and is likely to involve travel to 'insecure' or 'fragile' locations.

Candidates must be able to demonstrate relevant experience managing development projects, including experience working in developing countries. Candidates must also be graduates, ideally with project management qualifications, have a broad understanding of technical issues in a range of relevant sectors of international development, experience with a range of international donors, and have excellent communication and interpersonal skills.

Fluency in English is essential, with other languages desirable.

Remuneration is competitive, comprising: salary, medical and life insurance. Please email your application and CV to permanentstaffapplications@maxwellstamp.com quoting reference **MSP2070** in the subject line.

Application deadline is **24 February 2012**, however applications will be considered on an ongoing basis and early submission is recommended.