

Parliamentary Digital Service

The Parliamentary Digital Service is a newly formed organisation that forms part of the Parliamentary Administration and our mission is to provide excellent digital services for a modern Parliament. The Parliamentary Digital Service works closely with both the House of Commons and House of Lords to deliver new technologies and technology enabled change both through 3rd party contracts/procurements and in-house bespoke development. We are responsible for all operational ICT support for Parliament including a secure and efficient network / desktop environment for MPs, Lords and Parliamentary staff.

We also deliver a complex Digital Portfolio of programmes and projects providing core technology, business applications and digital online services for Parliament.

THE ROLE

Q-10391 Senior Project Manager – Band A2 £49,500 - £61,868

18 months with the possibility of extension and/or permanency

Parliament's new Digital Service is looking for highly capable and experienced Project Managers with a range of experience who are committed to driving efficient and excellent service delivery through value for money technology and digital provision.

As a Senior Project Manager in the Parliamentary Digital Service you will be instrumental in changing the way that Parliament works through the delivery of strategic digital and technology solutions and will work with a wide range of stakeholders including senior business representatives and colleagues within the Digital Service. You will be driven by meeting both business and user need and will have much experience of motivating and facilitating matrix teams to deliver and of managing supplier networks.

YOUR SKILLS AND EXPERIENCES

We are currently looking for someone who has:

- Experience of successfully managing and delivering significant or complex projects.
- Good understanding of modern, agile project, programme and portfolio methodologies and experience in their use.
- Strong interpersonal skills with proven ability to establish positive working relationships and influence and persuade at all levels within the organisation including a challenging customer base and staff working within a complex matrix structure.
- Strong teambuilding and management skills with the ability to motivate, lead and develop a large team ensuring resources are organised appropriately and effectively.
- Experience of any of the following:
 - Technology implementations (in particular VOIP and telephony, Office 365, Infrastructure and network);
 - Cyber Security considerations and technologies;
 - Facilities management, catering system, HR/Finance implementations and upgrades.
 - Records and document management implementations;

- Supporting data reuse and information management and implementing search technologies;
- Agile development methodologies (Kanban, Scrum etc)
- G-Cloud procurement.
- Audio and Video provision and online broadcasting.

For more information about the job role please see the Senior Project Manager Job description on the Parliament website.

HOW TO APPLY

PLEASE ENSURE THAT YOU SUBMIT A CV AND A COVERING LETTER. Your covering letter should demonstrate how you meet the criteria in the job description for this post and must specifically address the 5 areas listed above. Your CV will not be considered if a covering letter is not attached.

SALARY AND BENEFITS

We offer a comprehensive benefits package including:

- excellent learning and development opportunities
- generous annual leave,
- contributory pension scheme,
- childcare voucher scheme, on site nursery,
- season ticket/bicycle loans,
- in house gym