



Several vacancies may be available - multiple selections may be made

Job Title:	Project Management Section Chief S-0801-12
Location:	RAF Mildenhall
Vacancy Number:	065886
Close Date:	Open Until Filled
Hours and Schedule:	37.5 Hours a week on Fixed schedule Mon-Fri
Hourly Pay:	£23.06 - £32.62

Benefits:

- **Competitive Salary:** the starting salary for this position is £23.06
- **Holiday:** 25 Days Annual Leave + UK Bank holidays
- **Paid Sick Leave**
- **Pension Scheme**
- **Free On-Site Parking**
- **Employee extras such as:** Life Assurance scheme, Employee Assistance Program, Specialized Training, Developmental Opportunities, Receive time off, cash, and honorary awards for significant contributions

Job Description:

This position entails first-level supervisory and managerial oversight of the Civil Engineer Squadron's Engineering Flight Project Management Section. This section provides crucial project planning, program development, design, energy management, contract execution, and technical support. You will refine policies, procedures, mission objectives, and organizational structure to address workflow issues, remove obstacles to mission success, foster teamwork, enhance quality, and respond to concerns related to building codes, regulatory compliance, and customer needs. Further responsibilities include planning, organizing, and directing the Engineering Flight Project Management Section's operations, establishing goals and objectives that integrate program development, project design, construction oversight, and cross-sectional technical support. This role also involves representing the Engineering Flight in interactions with various installation and functional area organizations.

Qualifications and Key skills

- A valid UK Category B driving license is required
- Bachelor's degree in Engineering and one year's specialized experience as per the key skills listed below. OR A Combination of education: minimum Level 5 (i.e. BTEC/HND/NVQ/City and

Guilds) in related discipline together with a minimum of 3 years of specialized experience as per the key skills listed below:

- Knowledge of a wide range of multidisciplinary professional engineering theories, concepts, principles, standards, methods, techniques, materials, and equipment, as well as knowledge of standard construction and contracting regulations, practices, and procedures.
- Knowledge of the principles of project management; common business principles, theories, concepts, and procedures; financial management principles and standards.
- Knowledge of safety, security, personnel management, and Equal Employment Opportunity regulations, practices, and procedures.
- Skill in evaluating scientific and engineering technologies and incorporating into the design, repair and upgrade of installation natural/built infrastructure.
- Ability to plan, organize, and direct the work operations to meet program requirements and objectives with available resources; and to mentor, motivate, and appraise the staff of an organization.
- Ability to communicate effectively, both orally and in writing, with senior officials from a broad array of activities, including federal and local government, and industry.

Conditions of employment

1. You will be required to handle and safeguard sensitive information in accordance with applicable US and UK laws, rules and regulations. This position may also be coded as mission essential.
2. You may be required to travel by military and/or civilian aircraft, and you may also be required to travel to the US or other country, in the performance of official duties or attend necessary training.
3. You will be required to complete a 6-month probationary period.
4. Start & end times may be modified due to mission needs and in accordance with organization's flexible working policies. Overtime may be required and you may be assigned other duties not included in this position description, but that are appropriate to the grade and skill set of the incumbent.
5. You must be able to communicate effectively both orally and in writing.

NOTE: You will require a security clearance and a right to work in the UK

This position may have certain restrictions on US citizens including US dual nationals due to the Status of Forces Agreement. For additional information contact the LNDH team on 01638 544955.

LNDH Application: <https://forms.osi.apps.mil/r/HiHn37upJw>

Supporting Documents to be submitted via email to 100fss.fsmc6@us.af.mil