



Assistant Project manager - アシスタントプロジェクトマネージャー（外資系建設コンサルタント）

Come to work at a Multi-National company

Job Information

Hiring Company

Turner & Townsend

Job ID

1486152

Division

Project Management Team

Industry

Business Consulting

Company Type

Small/Medium Company (300 employees or less) - International Company

Non-Japanese Ratio

Majority Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

Negotiable, based on experience

Salary Bonuses

Bonuses paid on top of indicated salary.

Refreshed

July 15th, 2024 16:22

General Requirements

Minimum Experience Level

Over 1 year

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Bachelor's Degree

Visa Status

No permission to work in Japan required

Job Description

Company Description

At Turner & Townsend we're passionate about making the difference. That means delivering better outcomes for our clients,

helping our people to realize their potential, and doing our part to create a prosperous society. Every day we help our major global clients deliver ambitious and highly technical projects, in over 112 offices worldwide.

Job Description

- Advising at a strategic level at the project conception stage, including providing advice on the different approaches that can be adopted in order to successfully achieve the client's overall objectives.
- Leading the establishment of the overall success criteria for the project, including time, cost, technical and performance parameters.
- Planning for and the ongoing management of quality, safety, health and environment issues.
- Establishing effective project governance, processes and systems to be utilised throughout project.
- Project planning, including ensuring the production of the detailed project plan.
- Advising upon the procurement of resources.
- Leading and facilitating the overall cross-functional project team.
- Monitoring and applying performance management techniques, including the use of KPI's to improve project performance.
- Managing the change control process.
- Monitoring and advising upon project finances
- Managing the flow of project information between the team and the client, through regular meetings and written communications.
- Ensuring the production of formal project progress and other reports.
- Taking a leading role in interfacing with the client and other consultants, at all project stages.
- Manage and coordinate the needs of multiple partner teams, while managing changes and maintaining a focus on keeping the project on schedule, budget, quality, and safety

Required Skills

Qualifications

資格・経験

- Professionally qualified in one of the following fields: construction, project management, engineering, surveying, and architecture or information technology.
- Qualifications in Project Management / Electrical Engineering / Mechanical Engineering or equivalent knowledge and experience is also welcome
- A thorough understanding of the total project life cycle, from project conception stage, through all of the operational stages to completion and post-project review.
- Excellent knowledge and experience of all the main project management concepts, tools and techniques.
- Design, management or construction experience gained within the general construction environment.
- A minimum of 2 years relevant experience in construction industry
- Has previously worked as a consultant
- **Business level English and Japanese required**

Company Description