



TAKRAF Group, through its established and well-known brands, TAKRAF and DELKOR, provides innovative technological solutions to the mining and associated industries. With more than 1,000 employees across Europe, Africa, Asia, the Americas and Australia, we offer exciting and challenging career opportunities around the globe.

www.takraf.com

We are looking to make an appointment for the following vacant position at our Leipzig (Germany) site, to start on 01.04.2023 (or earlier):

Senior Project Manager (m/f/d)

Full-time permanent position. In this position, you report to the Head of Project Development and Control Department.

Main responsibilities

- Autonomous processing of complex large projects (including EPC) in accordance with the contractual obligations and the stipulations of TAKRAF Group. Is responsible for commercial and qualitative results, and punctual completion of the assigned tasks.
- Organises and manages interdisciplinary and, if applicable, international project teams autonomously.
- Is responsible for delegating and defining the different tasks and remits within the project team.
- Is involved in the acquisition process and processing of quotations, contributes constructively with experience, and actively influences contract arrangements.
- Is responsible for the compilation of a technical and organisational plan of execution, including logistics for scheduling and controlling the flow of information, and steers its implementation.
- Is responsible for the development and maintenance of contacts with customers, suppliers and third parties, taking into account the interests of the projects.
- Is responsible for project-related deadline planning, work preparation and steering of progress, costs, budgeting and liquidity, and proactively develops proposals for solutions in case of deviations.
- Is responsible for project-related contract management and monitoring of project progress, including risk management and follow-up management.
- Manages project-related meeting arrangements, hosts regular project team meetings and moderates them to guarantee the flow of information between parties involved in the project.
- Is responsible for guaranteeing the progress of the project in relation to punctual project processing with cost optimisation and a quality-based approach.
- Is responsible for contact with the client and/or his/her representatives with the aim of achieving comprehensive customer satisfaction within the contractual agreements.
- Contributes to and is responsible for approval of assigned supplier and subcontractor.

- Has duties of care (health, safety and environmental policy) and entrepreneurial duties within his/her area of responsibility.
- Makes sure that the management system is adhered to within his/her area of responsibility.
- Takes on other tasks and activities which are required for the business procedure.

Professional and personal requirements

- Degree in the field of Industrial Engineering, Mechanical Engineering, Business Administration or equivalent.
- Several years (minimum 10 years) of varied professional experience in a comparable field of employment.
- Profound experience in the processing of projects in machinery and plant engineering in an international environment with a very customer-oriented approach.
- Comprehensive knowledge of international project management, certification of qualification as Project Manager desirable.
- Distinct commercial awareness and understanding of concepts of business administration.
- Demonstrable leadership qualities, strategic thinking, entrepreneurship and willingness to embrace change.
- A high level of resilience, assertiveness and negotiation skills.
- High level of mobility and willingness to travel, including willingness to spend large periods abroad, coupled with the respective cultural awareness.
- Comprehensive knowledge of MS Office products and competence in the use of project planning software, e.g. MS Project or Primavera.
- English language skills (level C1 - C2 (CEFR)), further foreign languages (level B1 - B2 (CEFR)) desirable

What you can expect

As a Senior Project Manager, you can expect a wide variety of tasks in a highly technical, international environment. You will be supported by a dynamic and highly motivated team.

We offer you outstanding opportunities for professional development and further training. At the same time, you will be able to benefit from flexible work hours and an attractive salary.

Now its up to you!

Please send your written application to the HR-department:

Ms Michelle Lammel or by e-mail to: jobs@takraf.com

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