

Role Description

Job Title:	Head of Business Area – Undersea Technology Team	Job Holder:	New Role
Division:	Maritime Solutions	Market Sector:	N/a
Grade:	SPC	HR Reference:	

THE COMPANY

SEA is a successful and growing company delivering and supporting advanced solutions in both transport and maritime defence sectors.

SEA is a wholly owned subsidiary of Cohort PLC, and operates as an independent, agile, and responsive international business, with a subsidiary in Canada and customers in the UK, Europe, Far East, The Americas, and Australasia.

ROLE PURPOSE

To lead a business area of SEA to successfully deliver customer contractual commitments and to achieve internal strategic and financial objectives:

- Ensuring on-time, on-cost and on-quality (OTOCOQ) project delivery, in line with agreed financial plans.
- To develop and sustain a portfolio of products and solutions within the respective business area, in accordance with company strategy, and applicable mission, value and product roadmaps.
- To create and execute a clear plan to meet respective business area commitments and strategic objectives, ensuring appropriate structure, resources and skills are available in the required timescales.
- Ensuring excellent internal and external relationships are established and maintained across all areas of responsibility.

RESPONSIBILITIES

- Accountable for leading a Business Area covering Undersea Technology such as Underwater Telephone or Echosounder Technical Refreshes and product delivery:
- Accountable for ensuring assigned projects are planned, governed and executed in accordance with the company processes, and financial objectives are met, and that project status is accurately reported at the monthly project review.
- Ensure resource needs are planned and specified for all assigned projects / bids and fed into Integrated Business Planning (IBP), and that these resources are appropriately allocated, prioritised and monitored.
- Direct and oversee assigned personnel to ensure that they are motivated and trained to carry out their responsibilities to the required standard. Act as a mentor for assigned project managers Ensure regular and effective communications with all allocated staff.
- Develop and control assigned budgets to promote profitability and ensure the company has all the resources required to meet its objectives within agreed financial parameters.
- Identify and capture opportunities for additional or repeat work within the specific business area and provide appropriate handover to Business Development.
- Develop and maintain working relationships with applicable internal and external customers / stakeholders and act as an escalation point for project issues.
- Work closely with the Head of Martine Support & Services to ensure effective hand over of respective projects to support, and to develop Service and Support opportunities.

- Ensure robust transition of assigned products / projects to manufacturing, and that design for (X) needs are met.
- Deliver the required inputs and outputs for the respective business area for the IBP cycle at SEA (Orders, Resource, Project, Supply & Business Reviews).
- Accountable for ensuring accurate and timely business area system data and forecasts in conjunction with the project controller and Divisional Director
- Contribute to company strategy to ensure that SEA achieves its short and long-term objectives.
- Contributing to Cohort strategy and policy through participation of the applicable Cohort-wide forums.
- Understand and implement the company safety policy by accepting individual responsibility and responsibility for those personnel under his or her authority, including others who may be affected by the company's activities.
- Ensure personnel are aware of their responsibility towards Health & Safety (H&S) and are equipped accordingly.
- Always set a strong personal example regarding all health and safety and quality matters.

MEASURES OF PERFORMANCE:

- Project and portfolio/business area financial performance to Target and Forecast
- Project performance/milestone on-time delivery/cost variance/EVM/quality.
- Positive customer Satisfaction
- Assigned staff leadership and engagement.

EDUCATION, QUALIFICATIONS & EXPERIENCE

- A degree or equivalent and relevant professional qualifications (e.g APM)
- Extensive project leadership experience (+10 years) within an applicable business.
- Experience of dealing at senior level within customer organisations

PERSONAL CHARACTERISTICS

- A completer-finisher, with excellent planning and delivery credentials
- Demonstrable experience in leading teams >20 people.
- Energy, passion, and commitment to support a dynamic business
- Excellent inter-personal, negotiating, organizational and decision-making skills
- Willingness to be hands-on where required; not precious about personal role/status
- Analytical skills to evaluate data and performance/operation metrics to make information-led decisions
- Sound project, commercial, business, and financial knowledge.

COMPANY VALUES

All employees may be required to carry out any other duties that are within the employee's skills and abilities whenever reasonably instructed and are required to act in a manner that is wholly supportive of our values of:

- Safety First:** We operate safely and responsibly, protecting each other and the environment.
- People Focussed:** We develop, reward & empower our people, prioritising a healthy work-life balance.
- One SEA Team:** We are in this together. One team, working ethically, respectfully & professionally. We take responsibility and challenge each other constructively.
- Delivery Excellence:** We exceed our commitments by delivering timely, quality outputs whether that's for each other or our clients and partners. We are always looking for ways to innovate and continuously improve.
- Trusted Partners:** We partner strategically, collaboratively, and always with integrity; whether that is between us inside SEA or externally.

JOB LOCATION

The role potential has direct reports across all SEA sites but is based in Barnstaple. The role-holder must be willing to travel to other SEA sites regularly & internationally as required.

REPORTING

This role reports to Maritime Solutions Director

<p>Job Holder Declaration:</p> <p>I accept the purpose and accountabilities of my role with SEA are as outlined above.</p> <p>Signature: _____ Date: _____</p>
<p>Line Manager Declaration:</p> <p>I confirm that the purpose and accountabilities of this role are as outlined above have been agreed with me as line manager.</p> <p>Signature: _____ Date: _____</p>