

## Development Manager - Job Description

**Grade:** Manager

**Reports to:** Development and Operations Manager

**Location:** Abingdon, Oxfordshire

### Job Purpose

To ensure that the development of P2i's technology is delivered effectively, efficiently, on-time, in-specification and in a cost effective manner. This role will include management responsibility for Development Department processes and procedures and H&S with CE marking for all existing and developed P2i technology & equipment. This role will be expected to deputise for the Development and Operations Manager as and when required. As P2i is still an early-stage company, a degree of broader activities will fall into this role.

**Key Interfaces:** Customers, P2i Partners, Suppliers, Operations Team, Applied Research Manager, Financial Controller

**No. of Direct Reports:** 3 and rising

### KPIs

- Meet Performance Review objectives
- Deliver operations projects on-time, in-budget and to-specification
- Create, maintain and operate Development plan and budget
- Maintain ISO9001/2008 Business Quality Management System accreditation

### Key Tasks

- Contribute & implement to the rolling 3-year strategic plan for Operations
- Manage development
- H&S for all P2i products
- Lead the development, team including managing, mentoring and developing staff
- Set and manage performance targets for direct reports
- Interface with R&D, business development, sales & accounts functions within P2i

### Key Skills

- Broad technical skills (physical sciences) and knowledge of implementation across a wide range of industries
- Understanding of Customer requirements and ensure delivery to these requirements
- Relationship management and interpersonal skills
- Communication, influencing and negotiating and assertiveness skills
- Project management
- Presentation skills
- Report writing skills
- Problem solving and decision making, sound judgement
- Coaching & People management
- PC literate with PowerPoint, Excel, Access and Word skills

**Key Attributes**

- Professional and positive approach
- Self motivated
- Strong in building relationships and able to communicate at all levels
- Team player, and able to work on own initiative.
- Dynamic and Creative

**Essential Qualifications**

Physical Sciences Degree / PhD or equivalent

**Travel:** Occasional and limited

**Other Duties:** Specialist projects as agreed to support the business requirements of the organisation. In addition, you will be prepared to carry out any other reasonable duties requested.