

Job Title *Project Manager*
Salary *£30,150-36,170, Fixed Term 18 months contract with a possibility of extension or permanency*

The Parliamentary Digital Service (PDS) works with the [House of Commons](#), the [House of Lords](#), and Parliament staff on their IT and digital needs.

We think it's important that everyone can access and understand what's going on in Parliament. Our goal is to bring together the public, Parliament Members, and Parliamentary staff to inform, engage, support, and communicate through one, unified digital core – PDS.

THE ROLE

This is a unique role on a very high profile project across Parliament and Government, employing the world's leading developers in this field. You will be working closely with, and mentored by a highly experienced Project Manager and Business Analyst learning key skills including planning and managing a project, event logistics, working within agile development processes, requirements gathering techniques, liaising with (offshore) developers, end customers, third party suppliers and other stakeholders up to board level.

As well as software development, you will gain experience in public sector procurement, IT service design and systems implementation. The role also involves travel, mainly to Edinburgh and other locations within London.

YOUR SKILLS AND EXPERIENCES

We are currently looking for candidates who have:

- Good customer facing and interpersonal skills, is able to develop good working relationships with staff at all levels. Experience of stakeholder management and networking skills.
- Ability to identify and plan and schedule all the tasks required to deliver a significant piece of work
- Experience of being responsible for delivering a tangible outcome (a time-bound, distinct deliverable).
- Flexibility and a can-do attitude with a willingness to learn, explore and develop new skills

BENEFITS

In addition to a good salary package, we offer an attractive range of benefits including 28 days' annual leave, interest free season ticket loan and bicycle loan, childcare voucher scheme, access to training and development, in house gym and a contributory pension scheme.

EQUALITY

We are committed to being an inclusive employer. We encourage flexible ways of working and staff have access to Workplace Equality Networks.

Consideration will be given to candidates who wish to work part-time or as part of a job share. If you are selected for interview please inform the panel of the days/hours you are available to work.

We welcome applications from everyone regardless of age, gender, ethnicity, sexual orientation, faith or disability.

Please let us know if you require any recruitment documentation in other formats or if you require reasonable adjustments to be made during the recruitment process.

HOW TO APPLY

PLEASE ENSURE THAT YOU SUBMIT A CV AND A SUPPORTING STATEMENT. Your supporting statement should demonstrate broadly how you meet the criteria in the job description for the relevant job that you wish to apply for and must specifically address the 4 areas listed above. Your CV will not be considered if a supporting statement is not attached. If you have further questions, please contact ParliamentaryDigitalService@TMPW.co.uk

We're an open, transparent and collaborative team at the heart of Westminster. If you'd like to join us in developing a modern digital democracy, find out more [here](#).