



Halo Job Description : Senior Project Manager

Job Purpose:

The Senior Project Manager is responsible for the end-to-end delivery of a portfolio of complex structure build projects, ensuring they are delivered to the highest operational standards. This role requires strong leadership, commercial awareness, and the ability to manage multiple priorities in a fast-paced environment.

The role also includes line management, providing leadership, support, and development to ensure consistent delivery and a high-performing team.

Key Responsibilities:

Project Delivery

- Lead multiple complex projects simultaneously, ensuring delivery against business, operational, and profitability targets.
- Manage full project lifecycle activity, including planning, budgeting, client liaison, supplier coordination, and on-site delivery.
- Own project financial performance, including cashflow management, approvals, purchase orders, and cost control.
- Set and manage project timelines, ensuring internal teams and external partners deliver to schedule.
- Maintain strong client and stakeholder relationships through clear communication and expectation management.
- Coordinate technical project requirements, keeping all parties aligned throughout delivery.
- Manage supply chain partners to ensure best value, quality, and service.
- Ensure compliance with Health & Safety standards, including RAMS and required documentation.
- Oversee on-site build and de-rig phases, ensuring successful execution and client satisfaction.
- Lead project debriefs and post-delivery reviews, embedding learnings and driving continuous improvement.
- Support the Commercial Director with new enquiries, pitches, and proposal submissions as required.

Project Team Management

- Line manage Project Managers, providing coaching, feedback, and development support.
- Allocate workload and resources effectively in line with business priorities.
- Promote consistent project processes, governance, and delivery standards across the team.
- Act as a senior escalation point, supporting resolution of challenges.

Role Requirements:

- Extensive experience delivering event projects, particularly within sporting events, sponsorship activations, exhibitions, or similar environments.
- Strong knowledge of temporary structures, site overlay, and event infrastructure.
- Experience delivering international projects; ensuring all timelines align with venue access, shipping movements, crew requirements, visa and client commitments.
- Proven ability to manage client and stakeholder relationships at all levels.
- Strong commercial and financial acumen, including supplier negotiation and profitability management.
- Resilient, organised, and able to perform under pressure in fast-paced environments.
- Demonstrated leadership and people management experience, with the ability to develop high-performing teams.
- Proficient IT skills, including G-Suite and Microsoft Office.

Qualifications required:

Essential

- Full UK Driving Licence
NEBOSH, IOSH, or equivalent Health & Safety qualification

Desirable

- Certifications / Qualifications demonstrating in depth knowledge of the events industry - i.e. Green guide, Purple guide and other industry best practices standards
- FAAW 3 day or equivalent first aid certificate
- CAD or similar technical software capability
- Mental Health at Work training