

* **Job Title:** Project Manager
* **Location:** South West/North Devon/Dorset
* **Working hours:** Monday-Friday 9-5
* **Employment type:** Permanent, full time

**About LivGreen:**
At LivGreen, we’re passionate about creating sustainable, energy-efficient solutions that drive positive change. We are a leading provider of sustainable energy solutions, dedicated to improving homes' efficiency and environmental impact across the UK. We specialise in delivering high-quality retrofit services, helping properties meet modern energy standards through innovative and cost-effective solutions.

At LivGreen, we are committed to making a difference by supporting the transition to a greener future. Our team works with industry experts, local authorities, and homeowners to ensure that every project is carried out with precision, professionalism, and care.

**Our Values**

* **Day one mindset:** We employ individuals whoput the customer first, prioritize dynamic decision making, and constantly strive to be better.
* **Extreme ownership:** We value accountability and have built a culture of problem-solving.
* **Right from the start:** We do it once and do it well, ensuring we are always delivering the highest possible standard for our clients.

**Why Join Livgreen?**

At Livgreen, we’re not just about delivering projects – we’re about making a difference. Here’s why you’ll love working with us:

* Benefits including cycle to work scheme, pension, tech scheme
* Medical cash scheme
* Option to buy more holiday
* Purpose-Driven Work: Be part of a team that’s committed to sustainability and driving positive change.
* Room to Grow: We’ll support your professional development and help you reach your career goals.
* Collaborative Environment: Work alongside a passionate and supportive team where your ideas are heard.

**Position Overview**

As a Project Manager at LivGreen, you will be responsible for the end-to-end delivery of retrofit projects within our ECO framework, ensuring compliance with PAS 2035 standards. You will lead and oversee project execution, managing client, contractor, and partner relationships to drive successful outcomes.

Your role will involve strategic oversight of project compliance, ensuring all documentation and evidence meet required standards while keeping projects on schedule and within budget. You will review product specifications and construction details, coordinating resources effectively to ensure smooth project progression.

Additionally, you will play a key role in customer engagement, ensuring homeowners and landlords receive a seamless experience. Your ability to problem-solve, manage multiple concurrent projects, and drive operational efficiency will be essential in delivering high-quality retrofit solutions while upholding LivGreen’s reputation for excellence.

**Responsibilities**

* To ensure delivery of retrofit projects within our ECO framework.
* To support homeowners and landlords through the delivery journey.
* To manage client, contractor and partner relationships
* Completing compliance checks of project documentation and evidence for multiple concurrent PAS 2035 projects.
* Responding to communication from customers in a timely manner and in a manner that builds customer loyalty and company reputation
* Review chosen product specification and construction information for the works
* Ensure any material, labour or general requests are submitted to the relevant teams in a timely manner.

**Requirements**

* Experience of project management in the construction industry, ideally within retrofit but this isn’t essential.
* You will need to be motivated and driven to succeed with excellent communication skills, comfortable with multi-tasking.
* Good organisational skills with the ability to prioritise own workload and co-ordinate that of others to meet deadlines.
* You will have excellent attention to detail, good written and verbal analytical and presentational skills.
* Ability to influence and manage people.
* Assist decision-making and take projects in an appropriate direction in terms of scale, costs, other priorities etc.
* Can critically reflect on projects and participate openly and honestly in project debriefs and take on board constructive criticism from colleagues.

If you would like any further information prior to applying please get in touch with Imogen.

LivGreen values diversity and promotes equality. No terminology in this advert is intended to discriminate against any of the protected characteristics that fall under the Equality Act 2010. We encourage and welcome applications from all sections of society and are more than happy to discuss reasonable adjustments and/or additional arrangements as required to support your application.

**Note:** LivGreen prefers to hire directly and we will be in touch with our PSL Agencies if this role is eligible. We do not accept speculative CVs and no fee will be applicable if sent.