

## Job Description: Product Delivery Programme Manager

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**Salary:** Negotiable  
**Job Type:** Interim / Permanent  
**Job Summary:** Responsible for the fulfilment of a significant production order of energy monitors.

### The fun bit:

We've all watched Dragons Den but this is the real thing: ground breaking, fast moving and novel. You will have a wide range of responsibility and work with modern, technical gadgets. Not only do we believe we have great products; you will be joining a fantastic support team who are all pulling together and motivated by this opportunity.

### The serious bit:

You will be in charge of a production team taking a number of pre-production units into high volume production within a number of months. You will be required to recruit and manage a team of specialists including supply chain managers, designers and test engineers. The team will need to be able to manage the commercial and technical aspects of creating relationships with overseas suppliers and manufacturers, negotiating favourable pricing and managing the test regime required to deliver reliable product.

Our products are sophisticated and use a wide range of communication technologies including wireless, wired and internet protocols. They have sensors which measure mains electricity, heating and microgeneration appliance activity. They also have an element of control embedded in them. Consequently you will need to have a broad range of exposure and affinity with these technologies.

### Timing

We need someone in place immediately, consequently we are looking for an interim manager. In the medium term, either for the interim manager or for another applicant, there is an opportunity to join us on a permanent basis with the possibility of a Board position for the right candidate.

### Personal Spec

We are looking for three aspects in an individual: attitude, experience and skills in that order.

- Attitude: we are looking for initiative, drive, flexibility and a can-do attitude: someone who will not be scared to try something different and will fit in with a fast moving and entrepreneurial business.
- Experience: we are looking for someone who has a strong track record in this type of work, particularly with reference to new product introduction (NPI), the type of product and the countries to work with.
- Skills: appropriate qualifications, interpersonal, negotiation and management skills.

If this is starting to sound like you then get in touch as we would be very interested in meeting you!

[www.greenenergyoptions.co.uk](http://www.greenenergyoptions.co.uk)

## Jobs at GEO:

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### **The serious side:**

GEO is a young and dynamic business in the green sector specialising in helping people reduce their energy consumption in buildings. We are at the cutting edge of energy monitoring and control technology. As a member of the GEO team you will be a central part of a business keen to build a leading position in this rapidly emerging market.

### **The fun side:**

We are a young team and all work together to make the working environment as friendly and relaxed as possible making the company a great place to work. At the same time we work hard, are flexible and get a tremendous kick out of getting things right. The market is coming to us and it is a stimulating and exciting period. You will have a huge role to play in our small business where your input and ideas will be encouraged.

### **Location:**

We are fortunate to work in a glorious restored barn located in Hardwick, a small village just off the A428 three miles to the West of Cambridge. There is ample parking, a village shop and a pub within walking distance. Directions are on our website.

### **Benefits:**

- 24 days holiday
- Share option scheme
- Stakeholder Pension Scheme
- Free Parking
- And of course our relaxed and professional working atmosphere in our peaceful village location

### **Interview Process:**

- Don't worry it's not as scary as it sounds
- 1st stage – send us your cover letter and CV to let us know why you're right for the job and what skills and experience you have. Spend some time on this and it will pay off!
- 2nd stage – after evaluating your CV we will invite you into our Cambridge office to meet us and have an informal, relaxed get to know you session. But be warned we may conduct a telephone interview first!
- For the final stage - the final short list - I am afraid we will turn the tables on you and ask you to interview us about the company, our products and the role, and in doing so, find a way to show us how you are the best person for the job.