



Job Description Template

Job Title	Development Programme Manager
Objective	To manage the overall programme for the development of the GyroSole solar thermal product.
Accountable to	Chief Operating Officer
Responsible for	Successful delivery of the GyroSole Solar Thermal programme to schedule, cost and specification.
Working relationships	Chief Operating Officer Chief Technical Officer Thermal Engine Development Engineer Solar Collection Development Engineer Thermal Development Engineer Electrical Power Development Engineer Control Systems Development Engineer
Key result areas	<p>Create the detailed programme plan for delivery of the GyroSole Solar Thermal product based on the BridgeTech Roadmap.</p> <p>Manage the overall BridgeTech solar thermal programme.</p> <p>Delivery of the 5kW demonstrator system to budget, specification and schedule.</p> <p>Delivery of the Alfa prototype 25kW and 100kW solar thermal system assembly; based on the prototype design document using the concepts developed by Dr Charles Bennett of Lawrence Livermore National Laboratories; to specification, within budget and schedule.</p> <p>Delivery of the Beta Pre Production 25kW and 100kW solar thermal system assembly based on the pre production design document, using the development lessons learned in the Alfa prototype phase; to specification, within budget and schedule.</p> <p>Input development lessons to the manufacturing design activity to ensure the design remains capable of cost effective production.</p> <p>Delivery of the Production 25kW and 100kW solar thermal system assembly based on the production design document, using the development lessons learned in the Beta Pre Production phase; to specification, within budget and schedule.</p>
Key tasks	<p>Develop and maintain the overall programme plan covering internal activities, dependencies and external (contractor and partner) activities.</p> <p>Manage the day to day activities of the BridgeTech development and engineering team, to ensure cost effective delivery of the roadmap elements.</p>



	<p>Provide reports as necessary to management staff</p> <p>Manage relationships with external parties, ensuring suppliers deliver to contracted requirements, on schedule, to specification and within budget.</p> <p>Develop and maintain the risk management action plan</p> <p>Develop and maintain the issue action plan</p> <p>Additional tasks as may be directed by BridgeTech Industries LLC</p>
Core skills	<p>At least 10 years successful experience of running a \$multi million mechanical orientated commercial development programme.</p> <p>Project management and programme management formal methodologies</p> <p>Computer literate with at least MS Office portfolio</p> <p>Excellent presentation skills</p> <p>Excellent interpersonal skills</p> <p>Degree in technical subject preferred, or demonstrable experience in lieu.</p> <p>Team player</p> <p>Ability to work without detailed supervision within the scope of a broad direction.</p> <p>Innovative and adaptable thinker</p> <p>Excellent English oral and written skills</p>
Time Horizon	Minimum 5 years.