

Candidate Information

Position:	Strategic Management Analyst - KTP Associate - SDG Construction Technology
School/Department:	Research and Enterprise
Reference:	20/108364
Closing Date:	Wednesday 14 October 2020
Salary:	£24,000 - £31,000 per annum. One of the key KTP benefits for graduates is access to a £8,500 training and travel budget over the 24 month project.
Anticipated Interview Date:	Tuesday 3 November 2020
Duration:	24 months

Job Purpose

To restructure the business to improve accountability and create a culture of innovation, identify opportunities where we might better utilise data to drive our activity and provide insights that will deliver profit growth.

Main Activities and Responsibilities

SDG Construction Technology Ltd is based in Co Armagh, Northern Ireland and was formed in 1990. We are one of the main suppliers of a wide range of specialist construction materials to the Building and Construction Industry in NI & ROI.

We wish to recruit a motivated graduate to deliver a KTP project that will identify business needs, propose solutions and deliver operational transformation change. In particular the role will focus on better utilising data to drive activity, and providing insights and embedding management practices that will deliver profit growth.

With support and guidance from the company and academic supervisors the KTP Associate will lead on the delivery of the following key project stages:

1. Identify the Market Opportunity
2. Investigate the current customer engagement model and the opinions of customers.
3. Identify 'best fit' business model for stakeholder management and customer insights.
4. Embed revised stakeholder management and customer insights models.
5. Commercial Opportunities and Profitability
6. Forecasting Product Sales
7. Embed continuous improvement in innovation.

Planning and Organising

1. Manage and coordinate the items of work as laid out in the project plan (individual work plan will be provided by Supervisors).
2. Plan day-to-day activity within the framework of the agreed work plan.
3. Contribute to the planning and management of the project, approximately 3-6 months in advance.
4. Ensure that all training and development activity is scheduled to ensure that progress on the work plan objectives is not interrupted or delayed.

Resource Management and Responsibilities

1. Plan and manage day-to-day resources to ensure the project runs to time and on budget.
2. Coordinate and obtain approval for planned expenditure/allocation of resources with the Management Committee and Steering Group.
3. Carry out supervision of placement students or other staff members as required.
4. Monitor travel and development budgets and produce a Personal Development Plan which will ensure best use of financial resources.
5. Attend training modules (mandatory and additional job-specific training). This may be local, national and international.
6. Perform any other additional duties as agreed by the Local Management Committee and Steering Groups to contribute to the development of the company, the university and the Associate.

Internal and External Relationships

1. Present regular progress reports to members of the Steering and Management Groups and to external audiences.
2. Liaise with company staff on a daily basis. Contribute to training of staff in the company and university as required.
3. Build relationships with both company and university staff to ensure effective working practices are established.
4. Attend and contribute to any appropriate meetings, both in the company and the university as required.
5. Establish contacts with additional groups and organisations (other KTP Associates, other university departments, other industrial contacts, and Innovate UK) as required to develop knowledge and understanding and form relationships for future collaboration.
6. Act as an Ambassador for the Knowledge Transfer Partnership Scheme.

Additional Information

1. Knowledge Transfer Partnerships help forward thinking companies innovate for growth. They do this by connecting organisations who have an innovative idea with the knowledge and expertise to help deliver it. This dynamic three-way partnership formed between an inspired graduate, the university and the company means that the graduate, known as the KTP Associate, provides the link between an expert academic team and a dynamic organisation. This bridge gives the graduate unique and exceptional access to both world class academic support and experts from within the business.
2. A KTP provides a fulfilling employment opportunity where you can apply your knowledge to turn a key strategic innovative idea into reality and although the KTP Programme is aimed at recent graduates, any suitable qualified graduate may apply. Each KTP Associate role is a fully salaried job and last between 12 months and three years with approximately 70% of Associates offered employment by the host business at the end of the project. Projects can be in any sector and for businesses of all sizes. Each KTP Associate will have a travel / training budget to provide funding for job-specific training and further professional development. Two, one week residential management training modules are also included as part of the package.
3. For all KTP projects, the graduate is employed by the University but contracted to work in the business, under the business' basic terms and conditions including holidays and hours of work. As a member of University staff, KTP Associates can join the University pension scheme, gain access to University resources including the Library and sports facilities.
4. KTP aims to help businesses improve their competitiveness and productivity through the better use of knowledge, technology and skills held within the UK knowledge base. KTPs are funded by UKRI through Innovate UK with the support of co-funders, including the Scottish Funding Council, Welsh Government, Invest Northern Ireland, Defra and BEIS. Innovate UK manages the KTP Programme and facilitates its delivery through a range of partners including the Knowledge Transfer Network (KTN), Knowledge Bases (in this case, Queen's University Belfast) and Businesses.

More details are available at www.ktp-uk.org

Essential Criteria

1. Hold at least a 2.1 Honours Degree (or equivalent) in Marketing, Management, Business Analytics or a closely related subject with a significant and demonstrable marketing component. Applicants who hold, a 2.2 in the above, must hold in addition, either one year's relevant experience, or a related higher degree to be considered.
2. A graduate with a 2.1 Honours Degree in any discipline, who holds, or is about to obtain in December 2020, a highly relevant Masters Degree or above in the area of Marketing, Management, Business analytics or a closely related discipline will also be considered.

Applicants must clearly state their qualifications, degree classification or expected grade, and graduation date in their application.

3. An understanding of marketing and management theories and practices.*

* may be demonstrated through completion of a module, student project or placement

4. Demonstrable experience in project management.
5. Demonstrable experience and proficiency in using Excel to an advanced level.
6. Excellent oral, written and presentation skills.
7. Advanced level of IT skills.
8. Ability to think logically, create solutions and make informed decisions.
9. A high level of numeracy and the ability to interpret data.
10. Ability to work effectively as a member of a group.
11. Well organised, attention to detail and ability to meet tight deadlines.
12. An interest in staying with the Company. (Associates are normally invited to apply for permanent positions).
13. Ability to take part in Associate management courses (requiring two one-week periods in England).
14. Willing/able to travel throughout the UK and Ireland and abroad, as necessary.

Desirable Criteria

1. Hold, or be about to obtain, a higher degree in a relevant area.
2. 12-36 months' relevant work experience.
3. Experience of change projects preferably within a consulting environment, ideally operational change experience.
4. Demonstrable end to end project management lifecycle experience (design, build, implementation)
5. Demonstrable experience in process mapping
6. Demonstrable experiences in customer relationship management including data analysis and stakeholder mapping.
7. Demonstrable experience in relevant big data analytics.
8. Demonstrable experience in conducting big data analytics projects.
9. Demonstrable experience and proficiency in using R and/or Python.
10. Ability to deliver training and follow-up support to operatives.
11. Ability to influence people effectively.
12. Tenacious and committed to achieving goals.