



Applications are invited from suitably qualified candidates for the following position

**Project Manager  
Professional 6  
Estates Office  
Permanent**

**Dublin City University**

Dublin City University (DCU) is a young, ambitious and vibrant university, with a mission 'to transform lives and societies through education, research, innovation and engagement'. Known as Ireland's 'University of Enterprise', DCU is a values-based institution, committed to the delivery of impact for the public good. DCU was named Sunday Times Irish University of the Year 2021.

DCU is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. More than 18,000 students are enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education.

DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on delivering a transformative student experience, and its positive social and economic impact. The university continues to develop innovative programmes in collaboration with industry, such as the DCU Futures suite of degrees, which are designed to equip graduates with the skills and knowledge required in a rapidly evolving economy.

DCU's pursuit of excellence has led to its current ranking among the top 2% of universities globally. It is also one of the world's Top Young Universities (QS Top 100 Under 50, Times Higher Top 150 Under 100). In the Times Higher Education University Impact Rankings 2021, DCU ranked 23rd in the world for its approach to widening participation in higher education and its ongoing commitment to eradicating poverty, while it ranks 38th globally for its work in reducing inequality and 89th globally for gender equality.

The university is ranked 23rd in the world and first in Ireland for its graduate employment rate, according to the 2020 QS Graduate Employability Rankings. Over the past decade, DCU has been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

## **Overview of the department**

The Estates Office is responsible for the management of the University's physical assets and the provision of operational services and capital development across a multi-campus environment. There is a requirement for an experienced Project Manager to join the existing Estates team to manage a significant demand across a multi campus organisation now comprising 75 buildings across 6 campus locations extending to 250,000m<sup>2</sup> a further 45,000m<sup>2</sup> will be added following completion of the current Campus Development Plan. While this position is initially based on the Glasnevin campus it is envisaged the post holder will be required to provide services across all University campuses including travel between campuses to carry out duties as the need arises

## **Role Profile**

Reporting to the Capital Projects Manager the successful candidate will, as part of the Estates team, have responsibility to deliver building, maintenance and refurbishment projects and provide support to energy and utilities management activities across various new and existing buildings. This will be an integral role to enable the Estates Office to deliver the current development plan and meet new demand with specific responsibility to deliver assigned projects.

## **Duties and Responsibilities**

Please refer to the job description for a list of duties and responsibilities associated with this role.

## **Qualifications and Experience**

### **Requirements**

- Applicants must hold a primary degree in a relevant construction related degree (i.e. architecture, engineering, quantity surveying, etc.).
- Applicants must have a minimum of 5 years relevant work experience in the building industry which must include on-site experience in construction management or project management, including financial management of construction projects.

### **In addition to this, applications must demonstrate:**

- Knowledge and demonstrable experience of implementing public procurement for construction and design team appointments.
- Comprehensive understanding of the building regulatory environment and experience in dealing with statutory requirements and approvals.
- Experience working within a broader team to a high degree of professional effectiveness.
- Experience utilising CAD software, Revit and other design tools is required.
- High level of proficiency in utilising different software solutions including MS Excel, MS Project and other common software packages is essential.
- A flexible and responsive approach to work and stakeholder.
- Excellent verbal and written communication skills and an ability to positively interact with both internal and external stakeholders.

## **Advantageous**

- A background or experience on quantity surveying and/or contract administration will be a distinct advantage.
- A relevant project management qualification.
- Understanding of public spending code including the use of the Capital Works Management Framework in a fast paced environment with multiple projects delivery for a large and complex organisation.
- Experience of utilising and managing BIM processes is desirable.
- Experience of working with protected structures is desirable.

## **Essential Training**

The postholder will be required to undertake the following essential compliance training: Orientation, Health & Safety and Data Protection (GDPR). Other training may need to be undertaken when required.

## **Salary Scale:**

Professional 6- €55,045- €78,413

Appointment will be commensurate with qualifications and experience and in line with current Government pay policy

**Closing date:** Friday 8<sup>th</sup> July 2022

**For more information on DCU and benefits, please visit [Why work at DCU?](#)**

## **Informal Enquiries in relation to this role should be directed to:**

Mr. Adolfo Rey at [adolfo.rey@dcu.ie](mailto:adolfo.rey@dcu.ie) or Tel: +353 (01) 7005174

Please do not send applications to this email address, instead apply as described below.

## **Application Procedure:**

Application forms are available from the DCU Current Vacancies website at <https://www.dcu.ie/hr/vacancies-current-vacancies-external-applicants>

Applications should be submitted by e-mail with your completed application form to [hr.applications@dcu.ie](mailto:hr.applications@dcu.ie)

**Please clearly state the role that you are applying for in your application and email subject line:  
#BC220215 Project Manager**

*Dublin City University is an equal opportunities employer.*

*In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.*

*The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the [DCU Policy Starter Packs](#)*