

Senior Project Manager

Swindon, Wiltshire | Full time, permanent

£40,000 to £50,000 depending on experience + performance related bonus

Some people manage projects. Others take ownership of them.
We're looking for the latter.

At Hobsons Choice, we design and deliver exceptional kitchens and interiors for private clients. Our projects bring together beautifully designed furniture, appliances, stone, specialist products and skilled installation, often alongside architects, interior designers, contractors and other professionals.

There are a lot of moving parts. Our job is to make sure it never feels that way to the client.

By the time a project reaches you, one of our designers may have spent many months developing the design and building a trusted relationship with the client. Your role is to become part of that relationship and help carry it all the way through to completion.

You'll take ownership of the programme and procurement: making sure the right products are ordered, checked and available at the right time; coordinating suppliers and deliveries; anticipating what our installers will need; identifying problems before they become problems; and keeping everyone informed along the way.

THE ROLE

You'll manage a number of live projects simultaneously, taking responsibility from design handover through procurement, installation, completion and final sign off.

Your responsibilities will include:

- **Programme & procurement:** managing project programmes, placing and checking orders, coordinating supplier lead times, deliveries, site readiness and installation schedules.
- **Project review:** reviewing drawings, specifications and project information to identify requirements, dependencies and potential risks before they become problems.
- **Collaboration & communication:** working closely with designers, installers, suppliers, contractors and clients to keep projects coordinated and communication clear.
- **Site readiness & compliance:** carrying out or coordinating site readiness checks and ensuring relevant Health & Safety requirements, risk assessments, method statements and project documentation are in place.
- **Commercial discipline:** maintaining accurate records of decisions, approvals, variations, project changes and costs where relevant.
- **Client care:** providing clear, proactive communication to clients throughout their project and managing expectations when things change.
- **Snagging & completion:** managing remedial work and outstanding actions through to proper completion and final sign off.
- **Process improvement:** helping us strengthen and refine our project delivery processes, improving consistency and developing a repeatable way of working that can ultimately support a wider project management team.

Our designers remain responsible for design intent and specification. The Senior Project Manager provides the programme, procurement, coordination and structure around that design to ensure it is successfully delivered.

That distinction matters to us. This isn't about taking a project away from the designer; it's about working alongside them and adding another layer of confidence and expertise for the client.

The 1% matters to us

Lots of companies can design a good kitchen. Lots can install one.

What we're interested in is the extra 1%.

The detail someone notices that others might miss.

The phone call made before the client needs to ask.

The potential problem spotted three weeks before it reaches site.

The installer having exactly what they need when they arrive.

The snag that gets followed through rather than forgotten.

The small improvement to a process that makes the next ten projects run better.

Individually, none of those things sounds revolutionary.

Collectively, we believe they're what separates good from exceptional.

We're therefore looking for someone who isn't satisfied simply because a process works. You'll naturally ask how it could work better. You'll care about detail, take pride in getting things right and bring ideas that help us improve.

If you see something that could be better, we'd like you to say so. Better still, we'd like you to help us deliver it.

A small team with big standards

Hobsons Choice isn't a large corporate business.

We're a relatively small, experienced and close knit team, which means the contribution of each person genuinely matters. We care about the work we produce, but we also care about each other and about creating somewhere people enjoy coming to work.

We work hard. We have extremely high standards. We challenge ourselves and each other to keep improving.

But we also want to enjoy doing it.

For the right person, this isn't simply an opportunity to inherit a portfolio of projects. It's an opportunity to become an important part of the team, influence how we deliver our projects and help shape the project management function as Hobsons Choice grows.

What we're looking for

We're more interested in evidence of what you've delivered than simply the number of years you've spent doing it.

Your background could be in premium kitchens, interiors, bespoke joinery, residential fit out, specialist construction or another environment involving detailed, multi stage projects.

You don't necessarily need to come from the kitchen industry. What matters is that you're accustomed to coordinating people, products and deadlines in an environment where quality and the client's experience genuinely matter.

We'd particularly like to hear from people who can demonstrate:

- **Strong organisation:** the ability to manage multiple priorities, dependencies and deadlines without losing sight of the detail.
- **Programme & procurement:** experience coordinating suppliers, trades, contractors or internal teams and keeping projects moving.
- **Technical confidence:** the ability to interpret drawings, specifications and technical project information, or the aptitude to learn quickly.
- **CAD experience:** proficiency in CAD software would be preferable, although it is not essential.
- **High standards, low ego:** the confidence to challenge something when necessary, balanced with the judgement to listen to an experienced designer, installer or supplier who knows something you don't.
- **Client care:** clear, confident and empathetic communication, including when difficult conversations are required.
- **Commercial awareness:** disciplined project documentation and an understanding of project costs, changes and variations.
- **Follow through:** the judgement, attention to detail and determination required to take responsibility for something through to genuine completion.

Experience within kitchens or interiors would clearly be valuable, but it isn't essential. We're interested in people who can demonstrate the underlying ability to take ownership, organise complicated projects and learn quickly.

A full UK driving licence will be required.

About Hobson's Choice

For nearly 50 years, Hobsons Choice has designed and delivered kitchens and interiors for private homes.

Today we work from studios in Swindon, Bath and Winchester, combining considered design with experienced installation and project delivery.

Our work includes bulthaup kitchens, contemporary European furniture, British made cabinetry and wider interior projects.

The quality of the finished work matters enormously to us. Just as important is the experience our clients have along the way.

Location

The position will be based at our Swindon design studio, placing the Senior Project Manager alongside the teams most closely involved in the development and delivery of our projects.

The working hours are 8.30am to 5.30pm, Monday to Friday.

Occasional travel to client sites, and to our Bath and Winchester studios, will be required as projects demand. Business mileage will be reimbursed.

What we offer

£40,000 to £50,000 basic salary, depending on experience

Performance related annual bonus of up to 10%, linked to project delivery, client satisfaction and contribution to continuous improvement

25 days' annual leave plus bank holidays

Company pension

Free on site parking at our Swindon studio

Applying

Please send us your CV together with a short covering note.

Rather than simply telling us how long you've worked in project management, we'd particularly like to hear about one complex project for which you personally held responsibility, what made it challenging and what you did to keep its delivery under control.

We're interested in the way you think, the way you work with people and the standards you set for yourself, not simply the job titles you've held.

Email careers@hobsonschoice.co.uk