



Job Description

Job title	Technical Pre-Construction Manager	Date November 2024
Reports to (title)	Head of Projects	
Contract/Department	GSK	Revision 1
Location	GSK Account (base location Stevenage)	

Job purpose

Describe the overall purpose of the job in two or three sentences.

We are seeking a highly skilled and adaptable individual with strong mechanical and electrical technical knowledge to serve as the key interface between clients and engineering teams for minor pharmaceutical construction projects. This role requires the ability to translate technical requirements into clear, actionable project scopes while effectively communicating with a diverse range of stakeholders. The ideal candidate will be proactive, detail-oriented, and capable of bridging the gap between client expectations and engineering capabilities.

Duties/responsibilities/accountabilities/deliverables

List the main aspects of the job, with an emphasis on duties and responsibilities for junior roles, and accountabilities and deliverables for more senior roles.

- Act as the primary point of contact between clients and engineering teams, ensuring clear communication and alignment throughout the triage process.
- Develop and define the scope for minor pharmaceutical construction projects, or engineering tickets, ensuring all technical, regulatory, and GSK GES operational requirements are met.
- Translate client needs into detailed project specifications, collaborating with both internal engineering teams and external stakeholders to ensure technical feasibility and compliance.
- Review and interpret mechanical and electrical engineering documentation, offering guidance and recommendations for design and construction considerations.
- Ensure that all project deliverables align with client expectations, timelines, and regulatory standards, managing any changes or adjustments to scope as necessary.
- Support project managers and engineers with technical expertise to ensure smooth



project execution.

Resource responsibilities

Indicate the typical number of direct reports, financial responsibility, control over subcontractors and any responsibility for assets, systems or outsourced services.

N/a.

Person specification

Describe the knowledge, skills, qualifications, personality and experience required for the job.

- Strong technical background in mechanical (LEV) and electrical engineering, with experience in pharmaceutical construction projects.
- Excellent communication skills, capable of presenting complex technical information to a variety of audiences, including clients, engineers, and project teams.
- Ability to understand and navigate the complexities of GSK industry regulations and standards.
- Experience in developing and defining project scope, with a focus on aligning technical specifications with client objectives.
- Strong problem-solving skills and the ability to think critically in fast-paced environments.
- Previous experience in the pharmaceutical or life sciences industry.
- Familiarity with construction project management processes and tools.
- Ability to work collaboratively in cross-functional teams, building relationships with both internal and external stakeholders.

Job Description

Other factors relevant to the job

Enter any additional information which the job holder would need to know, for example: requirement for UK-wide travel, shift patterns, night working, call outs etc.

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Line Manager Signature	
Print Name	
Date	

Job Holder Signature	
Print Name	
Date	

<i>FOR HR USE ONLY:</i>					
<i>Job Grade</i>		<i>EMCOR Competency Level</i>		<i>Training Profile UTC</i>	