



Chiene+Tait
CHARTERED ACCOUNTANTS

POSITION PROFILE
Business Transformation
Project Lead (Fixed Term
Contract – 2 years)



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Chiene + Tait brings together more than 170 specialists providing a wide range of high-quality professional services. With a heritage of over 130 years working with clients, coupled with a goal for growth, Chiene + Tait has a broad range of clients and a focus on delivering the best client service.

At Chiene + Tait the success of the business is founded on being able to recruit the best people, who share in their values and are driven to make a positive impact. As a result, Chiene + Tait are recognised as a market leader and a firm that creates real and lasting value for their clients. The business is proud to provide their people with opportunities to drive change and make a difference, making for a dynamic and motivated team.

Chiene + Tait's independence is pivotal in maintaining a firm which is dynamic, progressive and responsive to change. Whilst the firm has an established reputation for delivering a premium, client-centric service, a passion for continual innovation continues to drive the business forward. This is an incredibly exciting time to join a highly motivated and forward looking firm.

The firm takes pride in a diverse and inclusive culture, supporting and encouraging all individuals to reach their full potential. The firm offers a highly flexible working environment and have adapted their working practices to reflect this. Chiene + Tait are proud to have a dynamic working model which gives their people genuine flexibility around where they work – they trust their people to work where they work best. This could be at home, in the office or a combination of the two.

For further information, visit [Chiene + Tait's website](#).



The Opportunity



Would you like being part of and play a vital role in the business transformation of Chiene + Tait?

As one of Scotland's most respected firms of accountants and advisers, we're known for ambition, quality and innovation. Our expert knowledge and independent perspective provide our clients with the support they need to innovate their businesses, creating sustainable business value.

As the Business Transformation Project Lead you will be driving positive change across all aspects of the business. Reporting to our Managing Partner, you will be supporting the strategy of the Strategic Leadership Group ("SLG") and work closely with the Transformation Leads to plan, implement, and embed the firm's transformation programme.

We've got big ambitions for our colleagues and the future of our business. We have a clear strategic roadmap to deliver a wide range of business transformation projects, including but not limited to, greater insights to our clients through technology and data, people-centric initiatives, and process improvement projects. This is a comprehensive transformation programme for further evolving our support for the changing needs and priorities of our broadening client base, ultimately focused on building a sustainable and inclusive future and making a difference in our communities.

This is a unique opportunity for a proven project and transformation manager to join a thriving, high energy Scottish business, take ownership and drive projects in an environment with a low level of bureaucracy.





- Drive delivery of a wide range of key business transformation projects
- Responsibility for the establishment of project plans, milestones, and deliverables in consultation with business users
- To work with a variety of traditional & modern project methodologies and cross functional teams
- Collaborating with our Programme Manager and other key business stakeholders to build a continuous improvement environment to support an ongoing programme of change
- Be a part of our SLG, comprising partners and directors, to ensure alignment and collective responsibility for delivery of all key projects
- Monitoring project risks to foresee/identify potential problems and pro-actively identify solutions to address in advance
- Ensuring consistency in approach to design and output to deliver quality and concise design solution documentation
- Maintain oversight and awareness of the commercial aspects of our transformation programme and wider team activity in assuring best possible outcomes in returns for the firm
- Ensuring the business impact and project objectives/dependencies are identified, reported on, and managed
- Facilitation of workshops and meetings, disseminating information gathered into clear outputs
- Drive and facilitate communication and collaboration between a wide range of stakeholders
- Help promote a culture that encourages high performance and innovation
- Completing post implementation reviews to ensure successful delivery has been achieved and to ensure that improvements can be made for future projects

Dynamic working - we operate a dynamic working environment, meaning that colleagues have the flexibility to choose where and when they work, depending on the nature of their day, and their team's deliverables and needs. This might include being at one of our office locations to connect with others, at home or further afield.



Joining the team, you will need to be resilient, empathetic and inclusive of others and their opinions. The ideal candidate will have:

- Extensive years' experience of managing the delivery of different types of complex and interlinked projects, either within industry or within practice/consultancy
- Experience in the development and delivery of strategy, associated implementation plans, business cases, and operating and governance structures for large transformation and change programmes
- Experience working in a complex operating environment with multiple stakeholders
- Experience of the design and development of a Programme or PMO from the ground up
- Experience of development of project plans across work streams and management of critical paths and dependencies in a project
- A Project / Programme management qualification e.g. Prince2, MoP, and understanding and experience of other project management methodologies (e.g. Agile)
- Excellent communication, organisational problem solving and analytical skills; confidence in, and capable of managing communications and engagement at all levels from Partner, Director and Transformation Leads, through to fellow team members and other stakeholders
- Hands-on experience of utilising Scaled Agile delivery frameworks, ways of working, methods and tools including experience applying Six Sigma, Lean and systems thinking
- A good understanding of continuous improvement concepts including data handling to provide insights to drive business change
- Be proficient in the use of Microsoft Office, including Project, Visio, Word, Excel, Outlook, and PowerPoint
- Experience of the whole project life cycle, able to operate in the initial conceptual design stage, planning and execution
- Experience in using Programme and Portfolio Management tools such as JIRA, Jira Align and Confluence



Remuneration

Chiene + Tait utilise a 'Your Choice' benefits package that allows you to pick and choose benefits to suit your lifestyle. These include areas like commuting, health & wellbeing, holidays and training. Below details a few basic specifics.

Basic Salary:	£Competitive + bonus
Company Pension:	4% employer contribution and 4% employee contribution
Holiday Entitlement:	Starting at 36 days with option to buy and sell holidays
Benefits examples:	Life assurance, Bike2Work scheme, wellbeing services

For more information on remuneration please contact Ali Shaw at Livingston James.



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The Recruitment Process

If this sounds like you, apply now. Send your CV along with salary expectations to alishaw@livingstonjames.com