



FELICITY WARD

CONSULTANT

Milest♦ne

QUALIFICATIONS & TRAINING

- BA (Hons) English Language and Literature
- APM PMQ
- NEC4 ECC Project Manager Accreditation
- Management of Risk (MoR)
- National Highways IBIP improvement facilitator
- CSCS safety training

PROFILE

Having a proven track record in construction project management and delivery, Felicity aligns industry best practice with exceptional communication and organisational skills to achieve positive outcomes. Felicity's relationship management capabilities ensure that client and stakeholder requirements are understood and used to inform clear, best value objectives. With a history working in the national press, Felicity promotes focused teamwork and motivation to successfully deliver project goals and benefits.

PRIMARY RESPONSIBILITIES

- Project management and leadership
- Project planning
- Risk management
- Cost and budget management
- Subject matter expertise across CSR & social value
- Business improvement and strategy
- Bid writing and production
- Workshop facilitation

KEY EXPERIENCE

PROJECT MANAGER

NOTTINGHAM CITY COUNCIL | BWB CONSULTING

VARIOUS ACTIVE TRAVEL, TRANSFORMING CITIES AND BUS SERVICE IMPROVEMENT PROGRAMME SCHEMES

- Project planning
- Resource management
- Risk identification and management
- Quality management
- Project time and cost management
- Change management
- Project outcomes and benefits realisation

ASSISTANT PROJECT MANAGER

NATIONAL HIGHWAYS | PELL FRISCHMANN

A5 DORDON TO ATHERSTONE

Development of concept design to inform outline business case in line with National Highways' PCF project controls framework.

A38 TRUELEFOOT TO CARKEEL SAFETY PACKAGE

Advancement of the outline business case ahead of outline design stage in line with National Highways' PCF project controls framework.

- Leading and coordination of PCF product progress meetings working in conjunction with discipline leads
- Coordination of collaborative planning sessions
- Generation of monthly progress reports
- Coordination of weekly production calls
- Programme updates and coordination with planner
- Production of monthly programme narratives
- BIM / information management through the Common Data Environment
- Leading and managing Collaborative Performance Framework submissions

DESIGN COORDINATOR

NOTTINGHAM CITY COUNCIL | BWB CONSULTING

MAID MARIAN WAY / UPPER PARLIAMENT STREET JUNCTION IMPROVEMENTS

- Stakeholder engagement - feedback analysis to inform requirements management
- Project planning
- Information management
- Landscape design integration lead
- Liaising with specialist suppliers
- Action plan / queries log management
- Meeting coordination
- Project coordination to deliver best outcomes

BID WRITER

VARIOUS CLIENTS

DESIGN OF ACTIVE TRAVEL CORRIDOR AND BRIDGE OVER RAIL PROJECT CONSTRUCTION OF SEGREGATED CYCLE FACILITIES IN CITY CENTRE LOCATION

- Review of tender documentation to understand client objectives
- Bid response workshops to ensure holistic responses
- Identification of optimum project solutions
- Generation of bid response and identification of appropriate evidence for knowledge transfer
- Document production

PERFORMANCE MANAGER

KELTBRAY HIGHWAYS (FORMERLY NMCN
INFRASTRUCTURE)

NATIONAL HIGHWAYS REGIONAL DELIVERY PARTNERSHIP FRAMEWORK - £100m

Working within Keltbray's Highways Business Unit, playing an integral part in identifying and implementing performance improvement across all aspects of operation.

- Lean construction
- Performance management
- People strategy
- Continual improvement

PROJECT RELATIONS AND SUSTAINABILITY MANAGER

LAING O'ROURKE | BUILT ENVIRONMENT

A453 DUAL CARRIAGEWAY UPGRADE - £150M INTU VICTORIA CENTRE REFURBISHMENT - £50M MEADOWHALL REFURBISHMENT - £60M

- Client relationship management, including performance management
- Delivery of sustainability targets, including carbon and waste reduction
- Stakeholder management and Corporate Social Responsibility lead
- Application of EDI and Employment & Skills Plans
- STEM Ambassador

EDITORIAL ASSISTANT TO THE EDITORS

THE GUARDIAN, GUARDIAN NEWS AND MEDIA

- Identifying sources and building and maintaining relationships
- Managing budgets and financial systems
- Organising and managing projects and events
- Utilising specialist production systems and software
- Involvement in technical projects and the redesign of guardian.co.uk from Guardian Unlimited
- Trouble shooting and generating solutions.
- Producing and managing performance reports and web analytics for guardian.co.uk
- Analysing and reporting on data to optimise web visitor numbers

CONTACT
Milestone

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