

Project Planning Assignment

Purpose

To deliver project planning consultancy to assist the Client's Project Manager with the production of planning products such as:

- Y Project Definition Documents, e.g. PIDs, Project Product Description
- Y Project Plans
- Y Stage Plans and Gantt Charts
- Y Quality Strategy
- Y Product Descriptions

Benefits

- Y Extends the capacity of your project management function without an increase in permanent overhead
- Y Complements existing skills and enables flexible resourcing
- Y Support from a professional project management organisation. Whilst WPM's project managers may work on your site for the duration of the assignment, they have back up and support from WPM's Management; should they encounter unusual project issues or requirements, they will be assisted in determining appropriate solutions
- Y WPM's Project Managers aim to blend into your organisation so that there is no distinction between WPM personnel and yours

Method

All consultancy assignments will result in one or more deliverables being produced by the consultant on behalf of the Client.

The consultant will produce a Product Description for each deliverable they are responsible for and a Work Package describing how the products will be developed and how the assignment will be managed. By treating the assignment as a Work Package within a Client's project, WPM will be able to keep the management overhead to a minimum.

The generation of the Work Package and Product Descriptions will enable the scope of the assignment to be clearly defined, thus ensuring that the Client acquires the business benefits they expect from the assignment.

Deliverables

- Y Consultant equipped with laptop & mobile
- Y Assignment Brief
- Y Other assignment-specific deliverables agreed at the start of the assignment

Reporting & Reviewing

- Y The Consultant will issue weekly Highlight Reports to the project management team and Hiring Manager. The Consultant will also issue standard weekly reports to the WPM Operations Manager.
- Y The WPM Operations Manager will have a performance review with the Hiring Manager at the end of the first week of the assignment and one review with the Hiring Manager at the end of the assignment.

Price

Please call 01244 852 544