

Prepared by:

Date:

Unique job ID:



Role profile

Role title: Senior Specialist: Quality Assurance	Function: Capital Projects
Band: G	Sub-function: Project Management
Reports to: Executive Head: Capital Projects	Location: Bryanston

Role purpose:

The Senior Specialist: Quality Assurance role will oversee execution of MAST infrastructure projects as well as non-technical business orientated projects. This role requires ensuring projects are delivered meeting the highest quality standards, on time, and within budget. The Senior Speciality will coordinate cross-functional teams, manage stakeholder relationships, and uphold rigorous quality assurance protocols to ensure operational excellence.

Key accountabilities and decision ownership [max 5]:

1. Quality Assurance & Control

- Implement and enforce quality control measures to ensure all project deliverables meet required standards.
- Conduct regular quality inspections during and after site completion, addressing any issues promptly.
- Maintain up-to-date knowledge of industry standards (e.g., ISO9001/2008, SABS) and ensure compliance throughout project execution.
- Driving a culture of continuous improvement and excellence within the project team

Core competencies, knowledge and experience [max 5]:

- Minimum of 5 - 8 years of experience in Project Management, Quality Management, preferably in the telecommunications / built environment.
- **Leadership & Team Management:** Ability to lead and inspire teams, delegate tasks effectively, and manage conflicts.
- **Communication:** Excellent verbal and written communication skills, with the ability to convey complex information clearly.
- **Time Management:** Strong organizational skills with the ability to prioritize tasks and manage multiple projects simultaneously.
- **Problem-Solving:** Ability to think critically and creatively to overcome

<p>2. Project Planning & Execution</p> <ul style="list-style-type: none"> • Influence the development of comprehensive project plans and project delivery that aligns with company goals and customer requirements. • Coordinate internal and external resources to ensure seamless project execution. • Monitor project progress, adjust plans as necessary, and ensure timely delivery of milestones. <p>3. Stakeholder Management</p> <ul style="list-style-type: none"> • Serve as the primary point of contact for all project-related communication. • Manage relationships with stakeholders, ensuring their needs and expectations are met. • Facilitate regular meetings and updates to keep stakeholders informed of project progress. <p>4. Budget & Resource Management</p> <ul style="list-style-type: none"> • Manage project budgets, ensuring projects are delivered within financial constraints. • Allocate resources effectively, optimizing team productivity and project outcomes. • Approve and monitor expenditures, keeping financial records accurate and up to date. 	<p>challenges, obstacles as well as non-conformance management.</p> <ul style="list-style-type: none"> • Risk Management: Proficiency in auditing, identifying, assessing, and mitigating project delivery risks. • Budgeting: Experience in managing project delivery, budgets and financial resources effectively. • Technical Proficiency: Knowledge and experience with Quality Management software and tools (e.g., Procore, Autodesk Build) <p>Proficiency in QA/ QC documentation and procedures</p> <p>Familiarity with Building Regulations and standards</p> <ul style="list-style-type: none"> • Stakeholder Management: Experience in managing relationships with internal and external stakeholders.
	<p>Must have technical / professional qualifications:</p> <ul style="list-style-type: none"> • Education: Bachelor's degree or diploma in Telecommunications, Built Environment or a related field. • Certifications: Quality Management Qualification; Project Management Qualification;
	<p>Budget owned: TBC</p>
<p>Key performance indicators [max 3]:</p> <ul style="list-style-type: none"> • Ability to lead technical and non-technical business-oriented projects • Business Analysis and the ability to scope, then articulate a quality assurance framework 	<p>Direct reports:</p> <hr/> <p>Dotted reports:</p>

- Helps identify discrepancies in time estimations, utilization of resources and actual work, aiding in future quality planning and resource allocation.

Risks:

Information required for banding

Note: The content of this page is not part of the role profile. Please make sure that all relevant accountabilities, competencies, knowledge and experience are included in the role profile

H= high, **M** = medium, **L** = low. Please use your best judgement

Topic	H/M/L	Please describe
Scale of influence across organisation (H, M or L and description e.g. direct and indirect interfaces across markets / levels, leadership and guidance provided to others, interpersonal skills etc.)		
Strategic elements of role (H, M or L and description e.g. definition of long term roadmaps / priorities / decision making etc. versus delivery of strategy / day-to-day operational activities)		
Operational accountability and impact on service to customers (H, M or L and description e.g. level of influence on customer experience, management of large operational teams etc)		
Impact of risks managed by role on Vodafone (H, M or L and description e.g. management of stability of networks, large budgets, strategic direction etc)		
Level of expert knowledge required for role (H, M or L and description e.g. knowledge of technologies, centres of excellence etc)		

Extent that individual thinking and judgement are required for role (H, M or L and description e.g. repetitive and formulaic activities versus creation of new approaches, problem solving)		
Critical success factors and competencies for role (e.g. knowledge of telecoms technologies, influencing skills, critical thinking etc)		