

Family Homes Funds Ltd. (FHFL) is a limited liability company with the Federal Ministry of Finance and the Nigerian Sovereign Investment Authority as founding shareholders. FHFL will be the largest affordable housing-focused fund manager in Sub-Saharan Africa, deploying capital in excess of N1trn towards two core objectives:

- a. Supporting access to affordable housing for at least 500,000 families on low to medium income through strategic partnerships with various players in the sector and some of the world's main Development Finance Institutions.
- b. Take advantage of the opportunity a large-scale house building programme offers to create jobs, which are sustainable and offer families security, improved quality of life and hope. To deliver on its goals, FHFL is recruiting experienced and competent individuals to fill various roles.

The job roles are summarized below with responsibilities and requirements:

<p>Head Project Monitoring - 0006</p> <p>The primary purposes of the job are to:</p> <ol style="list-style-type: none"> a) Deliver a best-in-class project monitoring service aimed at ensuring that funded projects are implemented to agreed cost, time, and quality targets; b) Monitor and report on compliance with Loan or similar agreements and facilitate the effective restructuring of funded projects as necessary. <p>In that regard, the post holder will be responsible for:</p> <ul style="list-style-type: none"> - Monitoring of Projects from the first disbursement to completion including the defects liability period; - Managing and ensuring effective performance of appointed Independent Project Managers - Establishing and leading a high-performing team; <p>Specific Duties of the Position:</p> <ol style="list-style-type: none"> a. Project Management Leadership <ul style="list-style-type: none"> • Direct the activities of the Project Management Unit and determine how team resources should be allocated across projects. • Organize and coordinate the internal Project team and IPMs for the flawless execution of projects. • Coordinate with Senior Management to create processes and systems to ensure effective project management and implementation across the organization. • Lead, guide, and influence stakeholders regarding Project Governance and good project practices. b. Project Management Implementation and Compliance <ul style="list-style-type: none"> • Ensure that project implementation is responsive to target communities and partners and aligned with FHFL's core values, strategic plan, and guiding principles. • Define project management goals and deliverables that support business goals in collaboration with stakeholders. • Provide quality assurance on the project's outputs to ensure it is being executed as per the standard construction methods and procedures, and that it complies with FHFL standards and regulations. • Response to escalated project Issues that may impede project delivery and coordinated solutions. • Oversee all aspects of project end-to-end delivery with a focus on the project scope, budget, and time. c. Project Monitoring and Reporting 	<p>Head Project Pre-Development - 0007</p> <p>The key objective of this role is to ensure "Quality at Entry", that is minimizing project risks by ensuring that:</p> <ol style="list-style-type: none"> a) The Design and Specification of project requests meet FHFL's design and technical guidelines as published from time to time; b) Cost projections are comprehensive and realistic; c) Implementation and Delivery proposals are realistic. <p>In that regard, the post holder will have the following key responsibilities:</p> <ul style="list-style-type: none"> - Direct management of the pre-development evaluation of projects and Technical Due Diligence of projects under consideration for financing by FHFL. - Developing Tools, Frameworks for Pre-Development Project Evaluation, and Due Diligence delivering continuous improvement in our approach. - Provide independent and unbiased technical reports to the Management Committee and the Board towards consideration of Financing Requests as necessary; - Manage and oversee the performance of Independent Project Managers - Manage and develop a competent and high-performing team. <p>Specific Duties of the Position:</p> <ol style="list-style-type: none"> a. Strategy <ul style="list-style-type: none"> • Plan and organize the work of the department to accomplish strategic and operational goals in the most cost-effective manner possible. • Develop the Team's Standard Operational Procedures and Policy to support an efficient Technical Appraisal and Due Diligence Service; • Develop relevant tools and frameworks for the technical evaluation of projects; • Develop and maintain a cost database of projects funded by FHFL for the development of an internal cost index; b. Preliminary Technical Screening <ul style="list-style-type: none"> • Carry out or arrange for preliminary technical screening of project proposals including <ul style="list-style-type: none"> ○ adequacy of technical documentation submitted
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<ul style="list-style-type: none"> • Monitors and analyses project metrics to identify weaknesses or problems and propose operational improvements. • Manage changes in the project scope, schedule, and cost with the use of verification techniques. • Organize regular Project Management Committee Meetings. • Prepare reports and present them to senior management as needed. • Provide technical advice for monitoring and controlling the actual expenses vs. the budget as well as the status of activities in conjunction with the project's schedules and FHFL's process. <p>d. People Management</p> <ul style="list-style-type: none"> • Coach the project management team to effectively track progress vis a vis disbursement schedules. • Provide technical support and guidance to cross-functional units. <p>Requirements:</p> <ul style="list-style-type: none"> • Minimum of 11 years of proven success as a Project Manager within a corporate environment. • At least 7 years of proven success directing a PMO. • Advanced university degree (master's degree or equivalent) in construction management, project management, Architecture, Engineering, Quantity Surveying, or related fields is preferred. • Relevant professional certification such as PMP, PRINCE II, etc. • Expert application of PM techniques. • Strong understanding of business Change management. • Substantial and proven industry experience. • Willingness to travel frequently and work under field conditions. 	<ul style="list-style-type: none"> ○ preliminary opinion on project location, specification and costs, scheme design, implementation plan <ul style="list-style-type: none"> • Presentation of independent opinion to the Management Credit Committee to inform the decision to proceed to detailed consideration or not. <p>c. Detailed Technical Review</p> <ul style="list-style-type: none"> • Facilitate the carrying out a detailed technical review of project approvals including: <ul style="list-style-type: none"> ○ quality and adequacy of technical documentation submitted ○ detailed opinion on project location, specification and costs, scheme design, implementation plan ○ overall assessment of project technical risk ○ Independent Opinion on Project Technical/Delivery Risk inform Management Credit Committee consideration of financing request. <p>d. Standardization</p> <p>e. People Management</p> <ul style="list-style-type: none"> • Plan, direct, manage and oversee the activities of the pre-development team in managing initial overall project risk. • Ensure that the Pre-Development team is suitably trained in accordance with the needs of the program and FHFL as an organization. • Manage selected IPMs on the Due Diligence process. • Liaising with internal departments to ensure that essential input from departments on design, technical specification, project specification, and tenure split is adequate prior to Board approval. • Liaise with internal and external stakeholders from project inception to the pre-start stage. <p>f. Reporting</p> <ul style="list-style-type: none"> • Prepare regular management reports through the Departmental Head in respect of the activities of the team. • Represent/Act on behalf of the GM Projects and Portfolio in his absence. <p>Requirements:</p> <ul style="list-style-type: none"> • At least eleven years (11) experience in the Built Environment. • Minimum of 7 years of experience managing various phases of the development or pre-development process (entitlements, due diligence, preliminary design/construction, budgeting) • Minimum of a Bachelor's and Post Graduate degree in Architecture, Construction Management, Engineering, Real Estate, or comparable field required. • Relevant professional certifications such as PMP, PRINCE II etc. • Extensive knowledge and experience of working and managing construction within the Housing sector including experience working in the public sector or third sector organizations involving the delivery of affordable housing.
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	<ul style="list-style-type: none"> • Extensive experience in all phases of construction from pre-planning to development. • Significant knowledge of the delivery and development processes • Proven experience in managing a professional consultant team i.e., architect, structural engineer, and mechanical and electrical consultant • Ability to travel.
MODE OF APPLICATION	Send an application letter summarizing your achievements together with your detailed CV saved with applicant name as PDF to recruitment@fhfl.com.ng . The subject of the email should be the job title and the code you are applying for. E.g., "Head Project Pre-Development - (0007)"
CLOSING DATE	22nd August 2022. Late applications will not be considered