



Associate Contractor

Who we are

Reinvigoration is a leading global expert operations consultancy and enterprise platform provider enabling organisations to transform their operations and deliver excellence with certainty, every time.

We partner with operations leaders, supporting them in transforming their operations and solving their challenges whilst enabling a culture of excellence that lasts long into the future.

We have created a culture where people thrive by being their true, authentic self. We value and promote diversity in all senses and our inclusive culture ensures that every voice counts, irrespective of their role within our organisation.

The role

Your Main Responsibilities as a Associate Consultant:

- **Client facing role, working hands-on with clients to assess their organisation, people, and processes, making and executing recommendations for improvements**
- **Manage the delivery of workstreams, plans, documentation, and BAs under more Senior Consultants in larger engagements**
- **Fully manage some client engagements as a developmental stretch**
- **Contributing strong business analysis skills during projects, overseeing Business Analysts to perform exceptional process mapping, data collection and data analysis duties – often this will require that the Consultant plays an active hands-on role in these duties**
- **Working with clients to support and coach their people in improvement methods**
- **Identifying opportunities for the sale of all Reinvigoration propositions based on needs**

- **Achievement of sales opportunities under the development and guidance of more experienced Senior Consultants, Principal Consultants and Leadership**
- **Management of tender responses and proposal creation to handle the sales aspect that comes prior to hands-on project delivery**
- **Producing project artefacts and documentation with a high degree of visual presentation and written skills**
- **Analysing data using traditional database/excel skills**
- **Conducting qualitative and quantitative data analysis to enable decisions to be made within projects, and to evidence project outcomes and business cases**
- **Mapping processes using a range of process mapping tools**
- **Producing policies, standard operating procedures, RACIs, toolkits and other operational artefacts for transformation implementation within clients**
- **Managing client SME stakeholders**
- **Facilitation of workshops with clients**
- **Leading training course delivery and preparation**
- **Supporting the creation of new products and learning material through contribution to storyboards, slides and production of written content**
- **Producing quality PowerPoint presentations to an industry leading commercially publishable standard**

Your Background & Skillset:

Mandatory Skills

- **A minimum of 5 years experience of internal or external consulting in process improvement**
- **Exceptional command of English language and must be a perfectionist with respect to outstandingly beautiful reports and slides**
- **Must have experience of producing proposal presentations for project sales, with experience of managing tender responses**
- **Strong business and data analysis skills**
- **Lean or other process improvement experience**

- **Consulting experience within another similar external consultancy**
- **Ability to manage client stakeholders at all levels**
- **Expert use of Microsoft Excel**
- **Proficient in the delivery of training courses**
- **Excellent verbal communication skills, confidently facilitating client workshops**
- **Ability to manage own time effectively to achieve deadlines. As this role is home-working at times, you must be able to pro-actively complete work rather than wait for tasks to be allocated to you**

Desired Skills

- **Operating Model Design and Business Architecture**
- **Formal qualifications in Business Administration, CI, Lean, Operational Excellence, Agile, PRINCE2, Business/Data Analysis, Data Visualisation**
- **Data science and visualisation skills (Power BI etc)**
- **Digital transformation**