

John Garrard

## Senior Project Manager

## Key Skills

## Experience

### Key Clients:

- Camelot
- London & Capital
- Petro Canada
- Gleneagles
- Rangers Football Club
- Delphi

John has over 25 year's facilities management experience, with good project management experience. John has managed FM support for premises with up to 400 staff. John has extensive FM experience had has dealt with projects ranging from office relocation to £12million refurbishment works. John has specialist expertise in areas such as budget control, purchasing, projects, AutoCAD space planning, tenant liaison and health and safety as well as good all round experience of hard and soft FM services.

John has the strong ability to master a situation quickly and rapidly become fluent in the key technical, personal and historical aspects of any business. His people management and his communication skills, combined with technical expertise allow him to ensure that key implementation targets are set within realistic boundaries (and met accordingly).

John has managed several important contracts during his career with Incentive, building good relationships with clients and staff to deliver excellent service. These include SEB London, Pall (Europe), Colgate Palmolive, AIG, Top Right Group (formally Emap), Fitch ratings and more recently Dover Harbour Board.

These clients businesses range from financial institutions, engineering, insurance, and publishing, events, commerce, and cruise services.

### Consultancy Background

John has worked on a number of consultancy projects for Incentive FM, including Consultancy work for Petro Canada, Gleneagles Hotel being involved with the G8 summit, refurbishment of lifts and room accommodation. John has also assisted the Directors on European consultancy projects for Delphi and more recently with Rangers Football Club.

### Personal Statement

I am a dedicated FM professional with high customer focus and service delivery, with a good understanding of budgets and financial reporting, all aspects of health & safety and client reporting. Using my previous experience I enjoy managing projects, including environmental design and space planning, working with contractors and customers to deliver the best solution. I am self-motivated and enjoy managing people and helping them to develop themselves and their teams. Experienced in tendering of contracts and benchmarking to deliver best practice in purchasing and contracts.

John.garrard@incentive-fm.com