

May 2026

PROJECT COORDINATOR (CONTRACT)

Role Overview

Title Project Coordinator (4 Month Contract)

Location Warwick, Warwickshire, UK (Onsite)

Hours 40/week (negotiable)

About Raeon

Custom batteries are inaccessible for too many. From motorbikes to drones, boats to robotics and everything in between, we build batteries differently to enable high performance, affordable optimisation.

We're at the start of our journey. We have experience, innovation and momentum on our side.

What we're looking for

We are looking for a highly proactive, hands-on Project Coordinator to serve as the operational engine of our project delivery team. You will be instrumental in driving projects to on-time, in-full delivery.

This is an opportunity for someone with engineering and operations enthusiasm to join a small team of doers supporting the wider business by helping proactively focus tasks and work across the design, build, procurement and programmes teams. You'll need to be as happy talking to engineers, suppliers, technicians and customers to strive for success in all aspects of project delivery.

Applicants from all backgrounds are welcome - we are an equal opportunities employer. If you're unsure that you meet the full criteria of a role - but you're interested in where it could take you - we encourage you to apply.



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Key Responsibilities

As a hands-on "doer," your day-to-day will be a high-mix of operational and strategic tasks, including:

- + Project Governance & Planning: Maintaining tight control over timing plans, resource allocation, budget management, and risk registers. You will run regular project reviews and compile clear project reports.
- + Supply Chain & Procurement: Managing BoMs, driving purchasing activities, and overseeing daily supply chain management.
- + Cross-Functional Execution: Planning builds and working directly on the ground with manufacturing, engineering, and finance to keep everything moving.
- + Relentless Problem Solving: Proactively identifying and clearing roadblocks to drive projects to on-time, in-full delivery, involving being hands-on across all aspects of the business.
- + Stakeholder Communication: Managing proactive customer communications and maintaining robust relationships with external suppliers.

Expectations

- + Strong Technical Bias: An engineering or operations background is key to the role, you might have pivoted to project management or combined technical and project work to date.
- + Small Team / Fast Pace: Demonstrated experience working with small teams, moving quickly with most players completing multiple roles.
- + On-site Presence: To effectively drive projects on the ground, this role requires working 5 days a week on-site at our Warwick facility with some travel to support projects as required.

How to Apply

Visit our website and complete the form at www.raeon.com/careers

