

Defence Portfolio Director

Certes IT Service Solutions is a growing SME providing digital transformation services directly into defence, national security and wider central government organisations. As we grow our presence in the defence sector, we are seeking a Director of Defence to lead both the strategic growth of our defence business and the successful delivery of the programmes we win.

About the Role

The Director of Defence is a dual-mandate leadership role, combining business development and programme/portfolio governance for Certes' work within the defence sector. This is a senior, relationship-led position suited to an individual who has held a senior leadership position within the Armed Forces, and who carries the credibility, network, and judgement that come with that experience.

The role has two core pillars:

- **Business Development:** identifying, building, and converting requirements across defence markets where Certes can add value, underpinned by genuine trust-based relationships developed through a credible military career.
- **Programme & Portfolio Governance:** overseeing the successful delivery of defence contracts once won, acting as programme or portfolio manager on larger or more complex assignments, and ensuring governance standards meet the expectations of defence clients.

Key Responsibilities

Business Development

- Identify requirements across defence which aligns with Certes' service capabilities.
- Work with Certes Head of Engineering, provide requirement information to help create solution proposals and POC's
- Work with Business Development Managers to convert captured requirements/SOR into tangible commercial contracts
- Build and maintain trusted relationships with senior stakeholders across the Ministry of Defence, Armed Forces, and wider defence supply chain.

- Represent Certes at relevant defence industry events, forums, and networks, acting as a credible and visible ambassador for the business.
- Shape and lead bid strategy and capture planning for defence opportunities, working closely with proposal and delivery teams.
- Advise the leadership team on defence market trends, procurement routes, and competitive positioning.
- Open doors and create introductions that would not otherwise be accessible, drawing on a genuine and current network built through military service.

Programme & Portfolio Governance

- Provide senior oversight and governance across won defence projects, ensuring delivery meets client expectations, contractual obligations, and Certes' quality standards.
- Act as programme or portfolio manager on larger, more complex, or higher-risk defence assignments.
- Act as a senior escalation point and trusted client contact throughout the delivery lifecycle.
- Ensure appropriate risk management, reporting, and assurance processes are in place across defence engagements.
- Bridge the gap between business development and delivery, ensuring commitments made during the sales process are realistic and deliverable.
- Support and mentor project/programme managers working on defence accounts.

Skills & Experience

- Holds or has the ability to hold security clearance
- Has held a senior leadership position within the Armed Forces, with a proven record of leadership, sound judgement, and influence at a strategic level.
- Impeccable personal and professional reputation, with the integrity and trust required to represent Certes at senior levels within defence circles.
- Strong, current network of relationships across defence and related sectors.
- Demonstrable experience of requirement gathering, capture, or bid leadership or a clear transferable equivalent from military planning/leadership roles.

- Experience of programme or portfolio management, ideally including governance of complex, multi-stakeholder projects.
- Excellent stakeholder management, communication, and influencing skills at senior/executive level.
- Ability to operate credibly both externally (with clients and partners) and internally (with delivery teams).

Why Join Certes IT?

At Certes IT, our people are at the heart of everything we do. We've built a culture founded on **integrity, collaboration, communication and delivery excellence**, supporting you to make a real impact in complex, mission-critical environments.

This role offers the opportunity to operate at the centre of live operational activity, helping maintain situational awareness, coordinate incident response and support confident decision-making across cyber, network, service and physical domains. You'll be joining a team that understands the importance of calm leadership, clear communication and effective control when it matters most.

We believe great results come from great teams. That's why we support professional development, recognise expertise and create an environment where people are trusted to contribute, take ownership and deliver meaningful outcomes.

Join Certes and play a key role in helping organisations protect, support and deliver the UK's most important services. Your next mission starts here.

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