

Project Manager

We are looking for a Project Manager responsible for planning and overseeing custom automation projects to ensure they are completed in a timely manner and within budget while meeting customer expectations. The Project Manager will plan and designate project resources, monitor progress, adhere to budgets, and keep stakeholders informed the entire way.

Responsibilities

- Works closely with Account Managers to assist with assigned projects successfully through all planning, design, engineering, build, and machine run-off phases: Initiation (Kick-off), Planning (baseline scope, schedule, resources), Execution (design, build, and run-off), Monitor & Controlling (scope, change, budget, schedule, risk, open issues), and Closure (FAT).
- Project Status reporting internally and to customer per contract requirements.
- Identifying and managing potential risks and liabilities of multiple projects.
- Collaborate cross functionally to create, estimate change labor & material costs, submit to customer, and successfully negotiate all changes orders, while maintaining customer satisfaction.
- Collaborate with cross-functional leaders and teams in Engineering, Operations and Purchasing to drive successful Project Execution.
- Utilize existing Project Management Dept. tools for schedule management & communication to adjust schedules and targets on projects as needed.

Skills

- Bachelor's Degree in Engineering, Project Management, Business, or Finance
- 5 years of project management, prefer related experience in machine manufacturing
- Knowledge of various project management methodologies
- Proven leadership skills
- Cost and risk management skills
- Excellent communication, interpersonal and negotiation skills
- Ability to make important decisions under pressure.
- Problem-solving skills
- Ability to delegate effectively.
- Time management skills
- Friendly and approachable