

Job Title: Engineering Group Manager

Job Purpose:

The EI² Industrial Outreach Group Manager is a member of the Industry Services staff responsible for managing and leading a service team in a particular area of expertise including, but not limited to, Manufacturing Process Improvement, Sustainability, Growth Strategies, or Health Care Operations. The Group Manager directly supervises Engineering Project Managers within their service team and often serves as a cross functional manager to other EI² staff assigned to projects within their service area. The Group Manager is responsible for business development and sales, client impact measurement and reporting, and budgeting within their service area. The Group Manager actively participates in projects within their area of expertise, however on a limited basis in order to ensure/lead the success of multiple projects.

Impact & Influence:

Primarily this position will interact with project manager staff within their service group and to a lesser extent, internal contact with other Georgia Tech departments or centers within the university or university system. External contacts include manufacturers, industrial associations, state and federal program sponsors, community chambers and economic development staff, state economic development officials and development authorities.

Key Responsibilities:

Duties may include but are not limited to:

- Service Group Supervision
- Direct participation in project initiation, execution and delivery
- Group Business Development and Sales
- Group Impact Reporting Activities
- Various Administrative Tasks
- Professional Development (Self-study or formal classes)

Education, Specialized Knowledge, and Experience:

Degrees required for this job: Masters Degree in business, engineering, or management (or an equivalent combination of education and exp.).

Degrees preferred: N/A

Years of experience required for this job: Minimum of 7 years directly related experience (or an equivalent combination of education and exp.) required.

Years preferred: 9-10 years directly related experience (or an equivalent combination of education and exp.).

Certifications or licenses required for this job: N/A

Certifications or licenses preferred: Industry-related certifications- PE, CQE, CQM, Certified Project Manager, Black Belt, Any National certifications (i.e. RABQSA, Energy Mgt., Lean Master Guru etc.)

Specialized Skills:

Specialized skills required for this job:

The EI² Ind. Services Group Mgr. must possess: (1) Prior experience as a provider of on-site project management services with a successful track record of measurable achievement in client service delivery; (2) Web-based database program reporting experience; (3) Interpersonal skills including an ability to interact with a broad range of constituents including clients and internal EI² staff; (4) Prior experience in management of people and projects; (5) Excellent public speaking, presentation, and technical report writing skills; Ability to interpret and present data in logical and client-understandable fashion; (6) Creative problem solving as well as good organizational and time management skills; (7) Proficiency in MS Office (Word, Excel, & PowerPoint)



Engineering Group Manager cont'd...

Specialized Skills Preferred:

Multiple years of experience in managing or leading technical project teams with a proven track record of successful project development and management.

Other Variables:

1. Overnight travel required for project delivery (up to 20%)
2. Flexibility in on-site daily service delivery hours (due to client shift schedules, project requirements)
3. On-site project time constraints- certain deliverables must be achieved within set time parameters due to client time availability and schedules
4. Ability to manage existing project scope within time and cost parameters (avoiding scope creep)
5. Ability to identify future client needs and to recommend and spec. out follow-up projects

Existing within EI² are several echelons of Engineering Project Manager (Levels I, II, Sr., Region, & Group Mgr.) each defined in order to specify differentiating experience levels & career stages within EI²-Industry Services. These levels provide opportunity for career progression with an additional option to pursue a managerial track within EI² Industry Services.