Job Title: Engineering Project Manager Senior

Job Purpose:
The EI² Engineering Project Manager is a member of the EI² Industry Services Staff responsible for initiating, conducting, reporting and follow-up of technical projects for the focused (but not exclusive) client customer base defined as the small to mid-size manufacturer (<500 employees). The primary area of focus for these service delivery projects fall into the following: Implementation and training projects in manufacturing process improvement; Sustainability improvement and management; Growth projects in product improvement; New product development; and/or Improved sales and expanded markets. EI² Engineering Project Mgrs. are expected to manage projects independently and report measurable outcomes through internal metric reporting systems required by external sponsors of the services provided.

Impact & Influence:
This position will interact (on a consistent basis) with internal staff within the Industry Services group to pursue and conduct project opportunities 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. Additionally this position is expected to make contact with prospects and clients, community leaders through educational talks, sponsors through reporting requirements, & actively mentor levels I & II Eng. Project Mgrs.

Key Responsibilities:
Duties may include but are not limited to:
- Act as Team Lead for Industry Services projects.
- Project initiation, execution, and delivery.
- Project Capture and Development (Includes marketing, sales, project scoping).
- Actively mentor, train, and develop the talents of level I & II Eng. Project Mgrs.
- 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 10 years directly related experience (or an equivalent combination of education and exp.) required. Proficiency in MS Office (Word, Excel, & PowerPoint) also required.

**Years preferred:** N/A

**Certifications or licenses required for this job:** N/A

**Certifications or licenses preferred:** N/A

Specialized Skills:

**Specialized skills required for this job:**
Superb interpersonal skills including the ability to interact with a broad range of people including clients and internal staff. Excellent skills in management of people and projects. Excellent public speaking, presentation, and technical report writing skills. Track record in interpreting and presenting data in logical and client-understandable fashion. Demonstrated skills in creative problem solving as well as good organizational and time management skills. Proven record at successful project development and management. Proven track record of successful client service delivery. Ability to mentor, train, and develop the talents of level I & II Eng. Project Mgrs.
Specialized Skills Preferred:
Demonstrated evidence of leadership within field expertise. Preferred experience/skills include 15+ years experience in manufacturing-related consultative service delivery; experience as a provider of on-site project management services with a successful track record of measureable success; Web-based database program reporting experience; and/or background in teaching adults and course facilitation.

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.), 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.