

JOB TITLE: Project Manager

DEPARTMENT: Project Management

POSITION OVERVIEW:

The project manager functions as the primary customer contact (internal and external) regarding all technical and business issues associated with the integration and delivery of robots and **custom** robotic systems.

RESPONSIBILITIES:

1. Review the project scope, and establish the project objectives to ensure that the project parameters have been properly identified and initiated.
2. Manage time, material, vendors and labor costs to meet or exceed the customer (internal & external) project objectives.
3. Supervise and direct the team resources, and provide accurate communication throughout the duration of the project to ensure a timely and effective project execution.
4. Utilize the project management tools (procedures & documentation) effectively and efficiently.
5. Provide positive counsel, direction, and recommend solutions to issues, and assist when requested in the implementation of these solutions.
6. Ensure that the project team and NRS management are kept abreast of all project issues (timing, project, budget, revisions, etc.), utilizing the proper media.
7. Demonstrate:
 - Team Leadership
 - Communication Skill with a Positive Approach
 - Strong Organizational & Planning Techniques
 - A Professional Demeanor
 - Accountability & Responsibility
8. Pursue continued excellence in quality and customer satisfaction.
9. Subscribe to the principles, priorities, and objectives of the company.
10. Regularly communicate project status issues to customer and project team.
11. Complete special assignments

REQUIREMENTS:

1. Exhibits a positive attitude and displays professional leadership skills.
2. Ability to multi task on multiple projects and remain highly organized
3. Demonstrates an understanding of project management methodologies and the essential implementation phases of a project, i.e., kickoff, design, manufacture, ship, install, review and close out.
4. Displays proficient academic and technical skills (reading, writing, mathematical, problem solving, and engineering principles).
5. Communicates in a professional manner, i.e., written, electronic, and verbal.
6. Exemplifies the proper business decorum and professionalism.

7. A minimum of four (4) years of Project Management experience or related technical experience (engineering, manufacturing, technical, or management) and/or completion of a bachelor's degree program in a related curriculum.
8. Proficient in MS Excel and MS Project.

PHYSICAL REQUIREMENTS:

Work is performed in a typical office environment with little or no adverse environmental conditions. Travel (domestic and foreign) may be required.

BENEFITS:

Nachi Robotic Systems provides a comprehensive benefits package including medical, dental and vision insurance, 401K plan with employer match, paid time off, and tuition reimbursement.

Nachi Robotic Systems Inc. is an equal opportunity employer and makes employment decisions without regard to race, color, religion, creed, gender, national origin, disability, marital or veteran status, sexual orientation, or any other legally protected status.

**Please send cover letter indicating position of interest and resume in confidence to:
careers@nachirobotics.com**