**JOB TITLE:** Project Manager

**ABOUT THE COMPANY:**

Nachi Robotic Systems is a customer-centric, solution-driven, and ambitious team that is passionate about solving our customer challenges. We supply a wide range of robots and successful turnkey solutions for many applications including: spot welding, arc welding, sealing, material handling, machine tending, material removal, foundry, forging, packaging/palletizing and assembly. If you have a desire to utilize your automation experience with a world leader in robotics and system automation, you are hungry for an opportunity and motivated to grow, then we want to talk to you about an exciting opportunity for you to join our team as a Project Manager.

**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.

**RESPONSIBLITIES:**

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. Create invoices for shipments.
8. Demonstrate:
* Team Leadership
* Communication Skill with a Positive Approach
* Strong Organizational & Planning Techniques
* A Professional Demeanor
* Accountability & Responsibility
1. Pursue continued excellence in quality and customer satisfaction.
2. Subscribe to the principles, priorities, and objectives of the company.
3. Regularly communicate project status issues to customer and project team.
4. 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.