



Project Manager
Point Eight Power

Core Requirements

The Project Manager is responsible for managing multiple projects simultaneously and nurturing client relationships through modeling of the organizational values.

Responsibilities

The **key responsibilities** of this position include:

- Maintaining effective and timely communication with business clients to build a trusting relationship: schedule, documentation, champion for client, and work through issues.
- Effectively managing multiple project milestones to ensure project delivers "on time."
- Maintaining effective and timely communications with internal departments—production meetings, inter-department project issues.
- Successfully managing and influencing all costs on projects.
- Understanding and professionally representing the PEP brand, mission, vision, and values.

Requirements and Qualifications

Candidates for Project Manager should excel at the following **attributes**:

- Customer Focus
- Teamwork
- Self Management
- Goal Achievement
- Results Orientation
- Influencing Others
- Interpersonal Skills

Candidates for Project Manager should possess the following **experience/education**:

- Bachelors Degree or equivalent experience preferred
- 3 to 5 years experience in project management preferred
- 2 or more years in oil/gas/marine industries required
- Proficiency in Microsoft Word, Excel, and Database software preferred