

Are you looking for an exciting career in Defense and Aerospace? TREALITY® Simulation Visual Systems welcomes people who share our determination and high standards to join us in doing work that moves the world forward and saves lives. TREALITY® SVS has a diverse culture that celebrates autonomy and inspires leadership at every level of our organization.

TREALITY® SVS is looking for a Sr. Project Manager to join our team and make a difference.

Provide comprehensive project management, to include project initiation, planning, and execution. The Sr. Project Manager is responsible for team and resource management, controls scope, monitors budgets and uses risk mitigation techniques to ensure project goals are met. The Sr. Project Manager has overall responsibility for project monitoring, execution, and control. The Sr. Project Manager will develop project plans, monitor material deliverables, manage scope changes, and coordinate resource needs with functional managers and other project managers.

The individual will work closely with management and technical associates, serving as a liaison between all functional areas to provide solution analysis and definition, deployment analysis and definition as well as ensuring the goals of the business are maintained as it relates to project financial performance. The Sr. Project Manager will be the primary point of contact (POC) for all customer interactions following order acceptance.

Main Accountabilities:

- Develop and conduct the project kick-off (PR00) and identifies ambiguities in order documents, scope or budget.
- Understand contract scope and is aware of major requirements. Participate in contract review and requirements management efforts when necessary.
- Engage proper SME (Subject Matter Expert) to ensure that all regulatory requirements are identified and maintained.
- Engage with proper SME to ensure all technical requirements are met.
- According to project complexity, develop a project plan to include a work breakdown structure (~1-2-week task durations) and Schedule using the current tool set and utilizing input from functional leads. Project Plans must clearly define work tasks, durations, and effort.
- Obtain schedule consensus from internal and external stakeholders and manages the schedule throughout the project life-cycle.
- Request project resources from functional leads.
- Negotiate resource loans and manages task delegation.
- Create Risk Management plans.
- Manage Requirements Matrix.
- Create and foster solid relationships.
- Build effective partnerships across TREALITY SVS, ensuring business needs are met.

- Identify key stakeholders and facilitate issue resolution during development process.
- Ability to assess business impacts including training needs and process changes.
- Execute change orders.
- Ensure project team is aware of scope and schedule needs.
- Coordinate all material and deliverable requirements for the project.
 - Enter project information into ERP system.
 - Request creation of linked sales orders.
 - Ensure SDRLs and other deliverable milestones are managed.
- Work with Operations to ensure due dates for purchased and manufactured items are aligned with the published project plan.
- Coordinate, confirm, and document all project details with Customer.
- Arrange and support customer meetings.
- Ensure all meetings are documented appropriately.
 - Meeting Minutes
 - Actions – Decisions Log
- Achieve complete understanding of local procedures and PM methodologies.
- Participate in and present project status at Project Management Review meetings.
 - Budget/ETC-EAC status
 - Risks and issues impacting project.
- Must have the ability to prepare and present informal and formal briefings to various audiences.
- Close out project with post-delivery margin calculation, effort, and schedule variance, Lessons Learned meeting with recommendations for improvement.
- Customer survey and documentation clean-up/archive.
- Up to 10% travel, including international.
- Must be US Person.

Education:

- Technical degree, training or experience.
- PMP Certification.
- BSEE preferred.

Experience:

- 3-5 years related experience and/or training; or equivalent combination of education and experience.

Competencies:

- Proficient with Project planning Tools. (MS Project/Other)
- Proficient with MS Office Suite. (Outlook, Word, Excel, PowerPoint)
- Good communication skills.
- Independent thinker

- Problem solver
- Multi-tasking and priority focused.
- Accountable
- Ability to work in fast paced, demanding environment.
- Ability to follow procedures.
- Ability to adapt to rapid changes in workload and task assignments.
- Basic technical and computer knowledge.