

## **Project Manager**

AVANTech Incorporated, a rapidly growing technology company with extensive experience in design, fabrication, and operation of water and wet waste treatment equipment for government and commercial clients, is seeking a **Project Manager** interested in joining our team at our headquarters in **Columbia, SC**. We are searching for candidates interested in being part of a team, who take pride in their career. AVANTech's diverse product portfolio includes traditional water treatment systems as well as specialized systems for selective contaminant removal. The company also has extensive experience in the design, fabrication and operation of modular liquid and waste treatment systems.

This position will be responsible for working with the existing management team to manage the operational and tactical aspects of multiple and/or large-scale projects from initiation and development to execution and follow-up. The Project Manager will create project calendars, accurately estimate time and resources required to complete the project, organize and communicate information to key stakeholders, and assign resources to each project phase. The incumbent must be able to analyze data, manage project scopes, and be able to act quickly to determine problems and make decisions to solve them.

### Job Duties:

- Define project goals and evaluate all key project deliverables, as well as final product to ensure traceability of requirements, high quality and client acceptance.
- Develop cost build-up/project budget and manage scope creep through client change orders, internal change orders, phased delivery or other methods to ensure projects deliver on timeline, scope, budget and strategy expectations.
- Responsible for formal sign off on all project deliverables; this will often include coordinating input with the client.
- Develop project schedule and ensure project meets internal and client expectations with respect to quality, budget, delivery timelines and strategy.
- Manage assigned resources to accomplish project goals.
- Manage project budget/schedule to accomplish project goals.
- Reassess project budget/schedule as a result of changes to project scope.
- Manage communications with clients.
- Manage communications with AVANTech management and supporting groups such as Engineering, Purchasing, and Manufacturing.
- Create and maintain accurate project records.

