



## Project Manager

Location: Remote

Salary Range: \$100K - \$120K

### Job & Company Insights

Job Type: Full-time

Industry: Manufacturing

Job Function: Project Manager

Company Size: 1 to 25 Employees

### Position Summary

This position will manage the day-to-day tasks of projects in various stages of the project life cycle. The project manager will coordinate with other team members within the organization as well as project members outside the organization and work cross-functionally to communicate to all parties involved. This position will require the management of multiple projects at once.

### About i5LED

i5LED is a factory-direct electronics manufacturer specializing in the integration of custom solutions for the audio-visual industry. Our mission is to be the first choice for innovative displays solutions to clients who chose value first. Our core values are the backbone of our business and guide our hiring process: we are intelligent, innovative, ingenious, indomitable, and do all the above with integrity.

### Performance Objectives

- Manage and coordinate multiple projects to ensure they are completed on time and on budget
- Organize and plan project tasks and schedules
- Communicate project status to stakeholders and key project participants
- Stay aware of company goals and strategies to ensure projects align with business priorities
- Facilitate and encourage collaboration across departments to ensure projects are completed successfully
- Delegate work to team members based on skills and expertise
- Optimize project deliverables, schedule, and budgeting
- Work with proposal teams to develop cost estimates and project plans
- Create presentations and reports to communicate project status

### Competencies

- Proficiency with Microsoft Project
- Proficiency with AutoCad
- Basic construction and electrical knowledge
- Proficiency with standard Microsoft Office tools
- Strong organizational, time management, and verbal and written communication skills
- Strong interpersonal and team leadership skills
- Ability to travel domestically and internationally
- Knowledge of project management methodologies such as DACI and best practices
- Results oriented

### Education

- Bachelor's degree in project management or PMP Certification
- Minimum 3 years of project management in the technical construction field
- OSHA30 Certification

### Physical Requirements

- Prolonged periods of standing and bending
- Prolonged periods sitting at a desk and working
- Ability to lift 50lbs
- This position will require travel – up to 75%

### Benefits

- Medical and dental coverage
- 401K available for employee contribution

*i5LED is committed to the full inclusion of all qualified individuals. In keeping with our commitment, i5 will take steps to assure that people with disabilities are provided reasonable accommodations. Accordingly, if reasonable accommodation is required to fully participate in the job application or interview process, to perform the essential functions of the position, and/or to receive all other benefits and privileges of employment, please contact [HR@i5led.com](mailto:HR@i5led.com)*

**If this position caught your eye, send us your resume!** For best consideration, include the job title and source where you found this position in the subject line of your email to [HR@i5led.com](mailto:HR@i5led.com)