



BYVERTEK

Project Manager

JOB SUMMARY

This position acts as a liaison between the company and the customer, utilities, public safety, and state, and township agencies for the purpose of constructing and/or upgrading fiberoptic and/or HFC systems. The Project Manager oversees all aspects of the construction and/or fulfillment projects and manages day-to-day reporting to company management.

MAJOR DUTIES AND RESPONSIBILITIES

- Plan, organizes, secure, and manage resources to successfully complete specific project goals and objectives
- Partner and coordinate with project stakeholders, internal customers, external vendors, and cross-functional teams
- Use industry-accepted project management knowledge, skills, tools and techniques to achieve stated objectives for budget and schedule
- Establish and implement processes and methodologies to ensure projects are delivered on time, within budget, adhere to high-quality standards, and meet customer expectations
- Translate project requirements into project objectives and tasks
- Develop detailed project schedules, project estimates, resource plans, and status reports; track key project milestones and adjust project plans and/or resources to meet the needs of customers
- Develop and execute management plans for time, cost, scope, quality, communications, risk, human resources, procurement and integration
- Manage the project budget and financial resources
- Ensure that the project assets such as vehicles, test equipment, tools, etc. are in good working condition and are well maintained
- Communicate major milestones and identifies potential project risks; conduct regular status meetings to review project activities; manages prioritization procedures
- Evaluate the impact and risks of changes from multiple perspectives, assign tasks that are necessary to reduce or eliminate obstacles, determine tentative implementation dates, and track results of the implementation
- Measure customer satisfaction; obtain feedback at critical milestones and at project completion to ensure that project efforts meeting customer expectations for time, cost, and results
- Anticipate and identify tasks required to support change processing including performing change impact analysis, assigning tasks to project team members, verbally communicating complex issues, verifying that tasks are completed, and communicating implementation status



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- Review and approve changes to as-built maps and diagrams or other final documentation
- Accountable for the accuracy of the final documentation/deliverables

REQUIRED QUALIFICATIONS

- Five (5) years of experience in the construction, maintenance, and repair of the outside plant (OSP) that supports telecommunications services (Telephone, CATV, and High-Speed Internet)
- Working knowledge of safe construction practices used in building aerial and underground communications networks
- Demonstrated problem solving and analytical thinking skills
- Knowledge of N.E.C and N.E.S.C. for communications for outside plant and construction practice and inside and around buildings.

Preferred

- Knowledge and use of Lean Six-Sigma in project management
- OSHA 30 certification

EDUCATION

- Bachelor's degree or equivalent education and experience. 5+ years related experience
- Military supervisory experience a plus

WORK ENVIRONMENT

- Must perform work with minimal supervision
- Must be able to prioritize multiple projects and perform under pressure
- Must negotiate timeframes for completion and meet critical deadlines
- Must be willing and able to work with other coworkers to complete job assignments

EEO STATEMENT

We are committed to providing equal employment opportunities to all persons regardless of race, color, ancestry, citizenship, national origin, religion, veteran status, disability, genetic characteristic or information, age, gender, sexual orientation, gender identity, marital status, family status, pregnancy, or other legally protected status (collectively, "protected statuses"). We do not tolerate unlawful discrimination in any employment decisions, including recruiting, hiring, compensation, promotion, benefits, discipline, termination, job assignments or training.



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DISCLAIMER

The above job definition information has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job. Job duties and responsibilities are subject to change based on changing business needs and conditions.