



POSITION: SENIOR PROJECT MANAGER

WORK LOCATION: Bakersfield, CA.

BASIC PURPOSE: Overall responsibility for all projects with a focus on projects with an elevated risk status or otherwise are complex and challenging. Manage and support internal processes to increase productivity, decrease errors, and increase product value.

ESSENTIAL DUTIES and RESPONSIBILITIES: The following are the essential functions for the position. The list is not exhaustive and may be supplemented as necessary.

- Initial review of project specifications and drawings at the 60% design point and coordinate with Application Engineer to ensure Mazzei's proposed design satisfies requirements.
- Initiate and manage the project kick-off and oversee the project from beginning to end.
- Ensure that all equipment purchased and built for the project complies with project specifications.
- Oversee all project closeouts including: review of all project quality control documents, completion of all project work tickets and completion of all project required documentation.
- Responsible for creating and maintaining project schedules.
- Creation, implementation, and overview of Standard Operating Procedures focused on project management standards to streamline and increase consistency of project management process with standard deliverables and expectations for each project.
- Manage specific projects that have a critical timeline, critical budget considerations, or that involve additional complexities.
- Review project costs with focus on cost savings to maximize project margin.
- Manage all project risks including: required customer ship-date, critical equipment procurement, maintaining scope of supply and avoidance of project creep/post-shipment warranty modifications.
- Confirm successful installation and operation of equipment and complete project close-out including receipt of any project retention.
- Review/develop electrical requirements on skidded systems and oversee installation.
- Create and review control strategies, PLC integration, and PLC programming on skidded systems.
- Develop and review electrical and control portion of projects' Bill of Material to support estimates used for sales proposals.
- Assume other assignments as directed by Director of Engineering & Operations.

EDUCATION and/or EXPERIENCE:

- Minimum Bachelor's Degree with technical major, preferably a Mechanical Engineer.
- Minimum 7 years in project management or a combination of project management product application.

SPECIALIZED KNOWLEDGE and SKILLS:

- Strong technical knowledge;
- Works independently subject to general management direction;
- Knowledge of product costing/accounting software;
- Requires minimal supervision.

EQUIPMENT and APPLICATIONS, WORKING CONDITIONS, and PHYSICAL DEMANDS: Reasonable accommodations are possible to enable people with disabilities to perform the essential responsibilities.

- Requires use of PC;
- General office environment;
- High levels of stress often occur;
- Physical demands include those required in a general office environment and warehouse (use of PC's, sitting, stooping/kneeling, use of basic tools, reaching, handling, speaking, hearing and seeing).

QUALIFIED APPLICANTS SEND RESUMES THROUGH INDEED.COM OR DIRECTLY TO INFO@MAZZEI.NET