Job Summary

The Project Manager assumes a leadership role and provides guidance to project staff in the development and analysis of complex schedules on large design-build projects. Experienced and fully competent in the profession, this individual works independently, and acts as a resource for colleagues. He or she is responsible for the smooth functioning of day-to-day operations to ensure that projects are completed on time.

Essential Responsibilities:

* Manages all implementation aspects of Business Install and Repair projects over their entire life of the project and support for ongoing program operations
* Ensures that projects are implemented according to approved internal and customer driven guidelines, specifications, and schedules
* Develops and maintains the project schedule in conjunction with project team to meet milestones and completion dates
* Keep project software up to date reflecting the stage of each project and communicating with the customer when needed
* Establishes and maintains effective communications with internal and external stakeholders to monitor and support the project’s ongoing progression
* Provides strong leadership to dispatch the field operations team members.
* Identifies and manages opportunities and risks to achieve the best possible impact on schedule and financial targets, document, track and implement change management processes
* Experience with Salesforce and Smartsheets would be an asset
* Ability to plan and manage to a project schedule.
* Capable of anticipating operational issues in complex situations and creating new solutions in the project plan and schedule.
* Organizing and keeping track of service orders, permits, and connection notices

Qualifications

* 3+ years of related telecom work experience or combination of relevant education and experience
* 3+ years of experience as a Project Manager or in a similar direct managerial / supervisory role
* Technical experience working in Microsoft Platforms (Excel, PowerBI, SharePoint, Teams), and experience with Salesforce

Salary

$55,000 - $65,000 annual salary