



Project Manager

Are you looking to accelerate your career with a company that is well positioned in one of the fastest growing industries? Are you an experienced Project Manager in the commercial electrical industry? If so, we'd like to talk with you.

Independent Energy Solutions, Inc. (IES) is one of the nation's most respected commercial photovoltaic design / build firms. We are headquartered in North County, San Diego, and enjoy an extraordinary reputation with clients that include SDG&E, SCE, Qualcomm, Pfizer, ISIS Pharmaceuticals, GSA, the U.S. Navy, Marine Corps, and many more... IES designs and builds commercial PV systems of all types, including roof-mounted systems, ground-mounted systems, solar carport/shade structures, and complex hybrid and off-grid generation plants.

Job Description:

The role of the Project Manager is to plan, execute, and finalize projects according to strict deadlines and within budget. This includes acquiring resources and coordinating the efforts of team members and subcontractors in order to deliver projects according to plan. The Project Manager will also define the project's objectives and oversee quality control throughout its life cycle.

Responsibilities:

- Direct and manage project development from beginning to end.
- Define project scope, goals and deliverables that support business goals in collaboration with executive management.
- Develop full-scale project plans, schedule and associated communications documents.
- Effectively communicate project expectations to team members in a timely and clear fashion.
- Communicate with customers on an ongoing basis.
- Estimate the resources and participants needed to achieve project goals.
- Draft and submit budget proposals, and recommend subsequent budget changes where necessary.
- Where required, negotiate with other department managers for the acquisition of required personnel from within the company.
- Determine and assess need for additional staff and/or subcontractors and make requests for appropriate recruitments if necessary during project cycle.
- Set and continually manage project expectations with team members and customers.
- Delegate tasks and responsibilities to appropriate personnel.
- Identify and resolve issues and conflicts within the project team.
- Identify and manage project dependencies and critical path.
- Plan and schedule project timelines and milestones using appropriate tools.
- Track project milestones and deliverables.
- Develop and deliver progress reports, proposals, requirements documentation, and presentations.
- Determine the frequency and content of status reports from the project team, analyze results, and troubleshoot problem areas.

- Proactively manage changes in project scope, identify potential crises, and devise contingency plans.
- Define project success criteria and disseminate them to involved parties throughout project life cycle.
- Coach, mentor, motivate and supervise project team members and subcontractors, and influence them to take positive action and accountability for their assigned work.
- Build, develop, and grow any business relationships vital to the success of the project.
- Conduct project “lessons learned” meetings and create a recommendations report in order to identify successful and unsuccessful project elements.
- Develop best practices and tools for project execution and management.

Minimum Requirements:

- 5 years minimum direct work experience in an upper-level project management capacity, including all aspects of process development and execution.
- Certifications in NAVFC CQC, OSHA 30, EM-385
- Strong familiarity with project management software, such as Microsoft Project, Auto CAD LT, All Microsoft Office (Word, Excel, Outlook)
- Demonstrated experience in personnel management.

Key Qualities and Experience:

- Experience at working both independently and in a team-oriented, collaborative environment is essential.
- Can conform to shifting priorities, demands and timelines through analytical and problem-solving capabilities.
- Reacts to project adjustments and alterations promptly and efficiently.
- Flexible during times of change.
- Ability to read communication styles of team members and contractors who come from a broad spectrum of disciplines.
- Persuasive, encouraging, and motivating.
- Honest, Mature, Dependable.
- Ability to elicit cooperation from a wide variety of sources, including upper management, customers, and other departments.
- Ability to defuse tension among project team, should it arise.
- Ability to bring project to successful completion through political sensitivity.
- Strong written and oral communication skills.
- Strong interpersonal skills.
- Adept at conducting research into project-related issues and products.
- Must be able to learn, understand, and apply new technologies.
- Customer service skills an asset.
- Ability to effectively prioritize and execute tasks in a high-pressure environment is crucial.

Work Conditions:

- Overtime may be required to meet project deadlines.
- Sitting, standing and/or driving for extended periods of time.
- Dexterity of hands and fingers to operate a computer keyboard, mouse, and other devices and objects.
- Physically able to participate in training sessions, presentations, and meetings.
- Some travel may be required for the purpose of meeting with customers or off-site personnel/management.

Please email your resume and salary requirements to careers@indenergysolutions.com. No phone calls, please. Thank you.