



PROJECT MANAGER

Engineering / Product Development / Project Management

Do you want to work for a dynamic and rapidly growing company that is an industry leader in our field? Greystone Energy Systems Inc. is dedicated to developing high quality and innovative solutions for its customers with unsurpassed customer service.

The Opportunity

We are growing and looking for a motivated **Project Manager** to join our Product Development Team working in Moncton, New Brunswick.

Objective & Summary

The objectives of the Project Management role will be to successfully Project Manage New Product Development schedules in a cross functional team/departmental environment. This includes project initiation/kickoff, planning, execution, and closure as well as supporting the project team's in achieving all the agreed upon goals within the set scope, time, quality and budget.

Principle Duties & Responsibilities

- Lead cross functional New Product Introduction teams in the creation of New Product Development schedules from Concept to Delivery
- Project Manage New Product Development projects from concept to delivery including Quality, Cost and Schedule
- Develops and maintain regular project management updates including reporting on (1) Cost, (2) Quality and (3) Schedule
- Manages scope, schedule and costs of projects as outlined in the project plan and/or business case

Education, Training & Experience

- Project management certification (PMP) or demonstrable PM experience from the management of electro-mechanical New Product Development projects from concept to delivery
- 2-5 years Project Management experience, within a electro-mechanical New Product Development environment considered an asset

- Experienced in delivering projects under the Agile Framework would be considered an asset
- Experience in leading complex projects involving multiple stakeholders across Product Design, Supply Chain, Manufacturing and Production would be considered an asset
- Experience working in a Project Management capacity in mid-size organizations
- A track record of successfully delivering New Product Development Projects on time and on budget within a research and development environment

Skills and Competency Requirements

Project Management

- Knowledge and be able to apply Agile practices and be familiar with the Scrum framework
- Knowledge and be able leverage Project Management tools including MS Project, Sprint tracking tools (Jira), and the Microsoft Office suite to support managing and reporting on projects from concept to delivery
- Knowledge of JIRA and how to structure projects, create tasks and create visibility boards would be considered an asset
- Have strong stakeholder management skills, both internal and external
- Strong communication skills with all the key stakeholders to ensure Project scope is understood and implemented correctly
- Be an advocate of continuous improvement and industry recognized best practices in Project Management
- Continuously monitor and lead team sprints when applicable
- Monitoring of all Project deliverables outlined within the Greystone APQP for New Product Development from project kickoff to project close
- Responsible for time management (estimation and sizing) for all project deliverables in cooperation with cross functional stakeholders
- Create and distribute Go-live / milestone announcements for critical project Milestones

General

- Strong problem-solving ability
- Ability to organize, plan and prioritize work
- Ability to observe, receive and otherwise obtain information from all relevant sources
- Responsive, flexible and able to succeed within an open collaborative peer environment
- Critical thinking and problem-solving skills combined with a high degree of personal accountability
- Highly motivated self-starter
- Business acumen and understanding of general business practices
- Strong verbal and written communication skills; able to effectively communicate with individuals at all levels of the organization including technical and non-technical roles

Interested and qualified applicants should submit a cover letter and resume to mattatall.j@greystoneenergy.com