



EMPLOYMENT OPPORTUNITY **PROJECT MANAGER (ENGINEERING)**

At LiteGear we design and build specialized LED lighting fixtures and controls for use in the Cinema and Television industries. LiteGear was the pioneer behind the popularization of flexible LED lighting for use in Cinema and Television lighting applications. Our primary product, LED LiteRibbon™, has transformed sets across the nation.

Essential Duties and Responsibilities:

- Define the technical requirements and overall feasibility of a project
- Oversee and assist with defining the scope of a project, identify the needed resources, schedule activities and the related tasks, provide fiscal oversight as per the project budget, assess and monitor risk, assess quality and compliance, and advise the related parties of the status of the project on a continuous basis
- Outline timescales, costs and resources needed to design and deliver an electrical operations project
- Develop step-by-step project plans including the resources needed and the related timelines for completion
- Lead a multi-disciplinary project team
- Negotiate with designers, engineers, contractors and suppliers
- Ensure that each stage within the project occurs on time and within the assigned budget Leading a multi-disciplinary project team

SKILLS, ABILITIES AND EDUCATIONAL REQUIREMENTS:

- Solid understanding of electrical engineering methods and principles
- Technical skills and abilities with systematic approach to problem solving are a must
- Highly skilled at monitoring projects, anticipating needs, and resolving a variety of concerns in a timely and competent manner
- Excellent knowledge of manufacturing processes and time frames
- Experience in setting up departmental processes & procedures
- Possesses the ability to work with all personalities at all levels within the company
- Excellent ability to remove obstacles and find and offer alternate solutions
- Experience creating, organizing, executing and completing a variety of projects
- Prior experience managing staff
- Excellent time management and organizational skills
- Outstanding verbal and written communication skills
- Excellent written and oral communication skills
- Strong technical writing skills
- Strong knowledge of various governmental laws and regulations as they relate to electrical engineering projects
- Strong leadership skills and organizational skills
- Bachelor's Degree in Electrical Engineering or another field of study that provided training and knowledge in business management with strong professional experience in electrical engineering

POSITION INQUIRIES: Interested candidates are encouraged to send a resume and cover letter to Alex Vazquez at alex@litegear.com for further review and consideration. Thank you, in advance, for considering this great opportunity to join our team and for sending this flier to any qualified candidates that you might know.